The Board of the
Judicial College of Victoria

The Honourable Marilyn Warren AC
Chief Justice, Supreme Court of Victoria
Chair of the College

The Honourable Justice Gregory Garde AO RFD
President, Victorian Civil and
Administrative Tribunal

His Honour Chief Judge Michael Rozenes AO
County Court of Victoria

His Honour Chief Magistrate Peter Lauritsen
Magistrates’ Court of Victoria

Two appointees of the Governor-in-Council on the
recommendation of the Attorney-General:
Associate Professor Pamela O’Connor
Appointed under section 8(1)(e)(i) of the
Judicial College of Victoria Act 2001 (Vic)
‘one must have experience as a member
of the academic staff of a tertiary or
other educational institution.

Adjunct Professor Susan Long
Appointed under section 8(1)(e)(ii) of the
Judicial College of Victoria Act 2001 (Vic)
‘one must be a person who, in the opinion of the
Attorney-General, has broad experience in
community issues affecting courts.’

Message from the Chief Justice 2
Message from the Chief Executive Officer 4
About Us 6
The Year at a Glance 8
Involving Retired Judicial Officers 10
Major Projects 12
   Jury Directions Simplification Project 12
   Civil Juries Charge Book 13
   Collaborating with universities and academics 14
   Constitutional Role of the Judge 14
   Publications upgrade 16
   JOIN upgrade 17
   Courts Social Media Group 18
   Twitter 19
Projects for the Year Ahead 20
Programs Report 22
   Enriching the Role and Career of
   Longer Serving Judicial Officers 24
   Civil Juries 24
   Evidence-Based Law 25
   Technology series 25
   Steering and specific-purpose committees 26
Publications Report 28
   Criminal Charge Book 29
   Victorian Sentencing Manual 30
   Victorian Criminal Proceedings Manual 31
   Uniform Evidence Manual 31
   Other online publications and resources 32
   Community engagement 33
   Judicial editorial committees 34
Staff of the JCV as at 30 June 2013 35
Disclosures 36
Financial Report 43
Over the last 12 months, the College has also significantly increased the involvement of retired judges. If the College is to become a university for judges, then retired judges are its alumni. They enrich College programs and publications with their wide-ranging expertise and experience, acting as editors, presenters and chairs.

A highlight of the year is the College’s new dedicated learning space. The importance of having a fixed, dedicated learning space cannot be underestimated. There is a simple reason why many students return to the same study or library over the course of their life, regardless of their stage of learning. A stable and orderly haven inevitably relaxes the mind and makes one more receptive to learning. It is anticipated that the new learning space will have this effect. The new learning centre will be the first ‘campus’ for Victorian judicial officers.

Despite all of the change that is entailed by the College’s evolution, its central tenets remain steadfast. Ten years after the College’s inception, they are worth reiterating. First, it remains an institution led by judges, for judges. Its curriculum is judge-created; its publications are judge-edited; and its programs, where appropriate, are judge-taught. Secondly, the College’s primary goal remains the dispensation of world-class judicial education, facilitating the highest levels of judicial practice. Thirdly, the College remains an independent statutory authority, committed to promoting judicial independence and impartiality, and in turn, supporting the rule of law.

In summary, it has been a magnificent year. Members of the public are encouraged to visit our website at http://www.judicialcollege.vic.edu.au/.

In closing, on behalf of the Board I extend our congratulations and deep appreciation to the College staff led by Lyn Slade, the CEO. We are a first-class institution because we are supported by a first-class CEO and staff.

The Honourable Marilyn Warren AC
Chief Justice of the Supreme Court of Victoria
Chair of the Judicial College of Victoria
Message from the Chief Executive Officer

In a year marked by the 10th anniversary of the College’s modest beginnings, ideas of organisational transformation are very present. We have come a long way from the earliest days, when the aim was for judicial education to gain some traction. Then, on my own, I occupied a single office with little more than a desk and a phone.

Since 2002, through a process of constant growth and maturation, judicial education in Victoria has taken hold as a necessary and integral part of the legal system. Education and change are symbiotic; as the law is constantly evolving, so, too, are the need and desire for continuing education, learning and support in the judiciary. The College has consistently responded to these new demands; and rather than reaching a point of stasis, it continues to transform itself. Now, it is a vibrant and influential organisation, drawing on the skills, knowledge and talents of current and retired judges, members of the legal profession, academics, scholars and specialists in other fields, as well as staff with a range of capabilities and expertise. And rather than being inward looking, its contribution is not only to the judicial system, but beyond to the wider profession and the community.

Symbolically, a decade of organisational life has been marked by the completion of the College’s new dedicated learning centre. The importance of having a fixed, dedicated facility adjacent to the College’s office accommodation in the William Cooper Justice Centre cannot be underestimated. Educationally, this light-filled space provides a secure, appropriate and convenient area conducive to learning. As a small capital works project, it required minimal reconfiguration and fit-out. And because the College no longer requires external venues, it represents a more efficient use of College resources, in terms of both staff and cost savings. From July 2013, we will conduct virtually all College judicial education programs here.

On the publications front, we have republished the suite of College electronic bench books and manuals in a new, sophisticated and user-friendly online format. Additionally, College publications reached record usage this year. The Civil Juries Charge Book, the first of its kind in Australia, was added to the College’s range, and is already proving to be an indispensable resource for judges sitting in the civil jurisdiction.

The College’s educational curriculum has also had a number of pioneering additions made to it, including the following programs: Constitutional Role of the Judge (a collaboration with Melbourne Law School), Evidence-Based Law, Civil Juries and Enriching the Role and Career of Longer Serving Judicial Officers. Judicial education is not just the transmission of facts. It is a challenging, multifaceted and, increasingly, multidisciplinary, learning experience. Where appropriate, experienced College staff provide their educational expertise to facilitate exercises, pose questions and provide templates, guides, models and advice.

This year, the College’s modes of communication have continued to broaden. The Judicial Officers Information Network (JOIN) has a revised interface and significant, additional functionality – including a calendar and a ‘What’s New’ section. This has bolstered the College’s communication with judicial officers, keeping them abreast not only of College activities, but also of noteworthy and current legal developments.

The College has also embraced social media to communicate with the legal profession and the broader community. Its Twitter presence has proven to be a valuable tool in reaching the College’s wider audience, and in early June the College’s Facebook page was launched.

While much change has accompanied the College’s growth over the past decade, the strategic direction of the College and its mandate remain constant. The judiciary’s leadership in education and professional development continues to drive the College’s work, and technology is merely one tool used to enhance the process of learning.

Some other things also remain unchanged. We remain grateful to those judicial officers who contribute generously to the work of the College, in particular on steering and editorial committees and as presenters, to ensure that the continuous learning of their peers is ‘judge led’ and relevant. And professionalism and enthusiasm continue to be the hallmarks of College staff, and their commitment to the College and its work is exemplary. We are all indebted to the Board for its vision and leadership over the past decade, and look forward to working with Victoria’s judiciary into the future. On a personal level, I am especially grateful to Chief Justice Marilyn Warren for her continuing support and encouragement.

Lyn Slade
Chief Executive Officer
About Us

What is the Judicial College of Victoria?
The College is the continuing education and professional development arm of the Victorian judiciary. Its function is to assist the professional development of Victorian judicial officers by providing continuing education and training for:
- Supreme Court Judges and Associate Justices;
- County Court Judges;
- Magistrates;
- Coroners;
- Full-time and Sessional VCAT Members; and
- Judicial Registrars.
The College achieves this function in several ways, including by:
- Managing and administering a professional development program through which approximately 40 timely and relevant programs are made available to all judicial officers each year. Judicial College programs include workshops, seminars and field visits, and every major program benefits from the oversight of a judicial steering committee.
- Preparing, updating and maintaining over a dozen online publications. Every publication is a practical guide to the law and is relevant to all Victorian jurisdictions. All publications are prepared and maintained with the oversight of judicial editorial committees.

Who benefits?
The Victorian justice system as well as the wider community benefit from the work of the College, through its assistance in the development of high-performing and skilled judicial officers who are equipped to respond to the challenges of the role and the needs of a socially and culturally diverse Victorian community.

How and when was the Judicial College established?
The Judicial College is an independent statutory authority established under the Judicial College of Victoria Act 2001. The passing of the Act had bipartisan political support. The College commenced operation in November 2002, with the appointment of the current Chief Executive Officer. November 2012 marked the College’s 10th anniversary.

What is the Judicial College’s governance structure?
The Board meets four times each year and comprises:
- The Honourable Marilyn Warren AC
  Chief Justice, Supreme Court of Victoria, Chair of the College
- The Honourable Justice Gregory Garde AO RFD
  President, Victorian Civil and Administrative Tribunal
- His Honour Chief Judge Michael Rozenes AO
  County Court of Victoria
- His Honour Chief Magistrate Peter Lauritsen
  Magistrates’ Court of Victoria
- Adjunct Professor Pamela O’Connor
  Appointment under section 8(1)(e)(i) of the Judicial College of Victoria Act 2001 (Vic) ‘one must have experience as a member of the academic staff of a tertiary or other educational institution.’
- Adjunct Professor Susan Long
  Appointment under section 8(1)(e)(ii) of the Judicial College of Victoria Act 2001 (Vic) ‘one must be a person who, in the opinion of the Attorney-General, has broad experience in community issues affecting courts.’

Our guiding principles
- The College’s judicial education and professional development curricula are calibrated to ensure high standards of judicial practice and the rule of law.
- Participation in the College’s activities by judicial officers is based on the principles of experiential learning and peer support, with an emphasis on the sharing of knowledge and experience between colleagues.
- Judicial education programs emphasise both professional development and continuing legal education.
- In order to support an independent judiciary and independent judicial practice, the College’s judicial education and professional development activities are judge-led, with input from appropriately qualified academics and content experts.
- The community benefits through the provision of College online manuals, free to members of the legal profession and the wider community.

Our mission
Our mission is to provide high-quality relevant and timely judicial education, training and resources that enhance judicial practice and support the courts and the Victorian Civil and Administrative Tribunal (VCAT). The Judicial College supports the courts in both the administration of justice and the strengthening of judicial independence through quality judicial education services.

Our vision
Our vision is to become an exemplar of best practice in judicial education – a ‘university for judges’ – and the principal and pre-eminent provider of education and professional development for Victorian judicial officers.

We aim to provide our services in dedicated, state-of-the-art facilities, and to create courses and study opportunities in a diverse range of fields, supported by both legal educators and judicial officers.

We perform and skilled judicial officers who are equipped to respond to the challenges of the role and the needs of a socially and culturally diverse Victorian community.

The community benefits through the provision of College online manuals, free to members of the legal profession and the wider community.

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Judicial College of Victoria Annual Report 2012–13 7
The Year at a Glance

Leadership

- Judicial steering committee members: 46
- Judicial editorial committee members: 43
- Board members: 6

Projects

- New dedicated learning centre: 01
- 300+ “What’s New” updates posted on JOIN
- Social media followers: 544
- JOIN upgrade
- Jury Directions Simplification Project

Programs

- 40 Programs
- 20 New programs
- 34 Participating academics
- 6 Field visits

- 94% Average program evaluation rating

Publications

- 1,131,893 Publication page hits
- 37.4% Increase in website traffic
- Average duration (mins) of web user visitation: 7.48

- 01 New publication
- 13 Up-to-date publications
- 29 Major updates released
- 148 Sentencing decisions summarised

- 43% Direct traffic
- 12% Referral traffic
- 46% Search traffic

Number of programs addressing each curriculum category:
- Judicial Practice
- Social Context
- Skills Development
- Substantive Law & Practice
Involving Retired Judicial Officers

The Honourable Murray Gleeson AC QC
The Honourable Murray Gleeson AC QC delivered a presentation entitled ‘The judiciary as the third arm of government’ at the Judicial College and University of Melbourne Law School collaborative program, Constitutional Role of the Judge.

The Honourable William Gummow AC QC
The Honourable William Gummow AC QC delivered a presentation on the topic of ‘Judicial review of executive action’ at the Judicial College and University of Melbourne Law School collaborative program, Constitutional Role of the Judge.

The Honourable Michael Black AC QC
The Honourable Michael Black AC QC delivered a presentation entitled ‘Interactions between government and the courts’ at the Judicial College and University of Melbourne Law School collaborative program, Constitutional Role of the Judge. Mr Black also co-delivered a presentation on ‘Discovery: In the age of cooperation’ at the College’s Managing Discovery program.

The Honourable David Ashley QC*
The Honourable David Ashley QC* led the Civil Juries judicial steering committee this year. The committee guided development of the Civil Juries Workshop and developed the Judicial College’s new online Civil Juries Charge Book. Mr Ashley also presented at the Judicial College program on Current Issues in DNA Evidence.


The Honourable Bernard Bongiorno AO QC
The Honourable Bernard Bongiorno AO QC began work this year as the judicial editor of the forthcoming Judicial College online publication, the Suppression Orders Bench Book.

The Honourable David Byrne QC
The Honourable David Byrne QC assisted the College as a member of the judicial steering committee for the program on Assessing Witnesses. Mr Byrne also delivered a presentation for that program, entitled ‘Witness assessment – a judge’s perspective’.

The Honourable Ray Finkelstein QC
The Honourable Ray Finkelstein QC co-delivered a presentation on ‘Discovery: In the age of cooperation’ at the College’s Managing Discovery program.

The Honourable Peter Gray QC
The Honourable Peter Gray QC was an active member of the Judicial Officers’ Aboriginal Cultural Awareness Committee this year.

The Honourable Hartley Hansen QC
The Honourable Hartley Hansen QC chaired this year’s Civil Law program, which focused on Expert Evidence in Civil Cases.

The Honourable David Harper AM QC
The Honourable David Harper AM QC was a member of the judicial steering committee for the College’s program Enriching the Role and Career of Longer Serving Judicial Officers.

The Honourable Tim Smith QC
The Honourable Tim Smith QC has assisted the College significantly with evidence law since the inception of the Evidence Act 2008. This year Mr Smith has continued to lend his evidence expertise to the College, guiding the updating process for the College’s Evidence Manual, as well as acting as a member of the judicial steering committee for the Advanced Practical Evidence program.

The Honourable Bernard Teague AO
The Honourable Bernard Teague AO was a member of the judicial steering committee for The Media and the Court, and chaired the program.

The Honourable Frank Vincent AO QC
The Honourable Frank Vincent AO QC was a member of the judicial steering committee for the College’s program on Current Issues in DNA Evidence.

His Honour Tom Wodak
This year Mr Tom Wodak continued to provide substantial assistance to the College through his contribution to the Judgment Writing teaching faculty.

As at 30 June 2013.
Jury Directions Simplification Project

This year, the Judicial College of Victoria played a significant role in the Jury Directions Simplification Project. The project was a breakthrough review of jury directions, providing practical recommendations to reduce the complexity and duration of jury directions in Victoria.

The Simplification Project is closely connected to the Jury Directions Act 2013, which commenced on 1 July 2013. The Act introduces a jury directions request process and reforms to the summing up and directions on beyond reasonable doubt and post-offence conduct. In preparation for this Act, the Judicial College ran a seminar in conjunction with the Supreme Court of Victoria. More than 200 judges and legal practitioners gathered in the Banco Court on 19 June to hear Justice Chris Maxwell, Justice Robert Redlich, Justice Mark Weinberg and Judge Mark Gamble speak about how the Act would change criminal trials. The aim of the Simplification Project was to provide a template for a second round of jury directions reforms.

The project was a collaborative effort with the team led by Justice Mark Weinberg and comprising senior legal researchers from the Judicial College and the Criminal Law Review section of the Department of Justice. Mr Matt Weatherson and Mr Jamie Walvisch – Judicial College members of the research team – played central roles in the project.

The research team was assisted by a Judicial Consultation Group and a number of individuals with recognised expertise in jury directions.

Four areas of law that historically have given rise to extremely complex, and sometimes unintelligible, jury directions were examined over the course of the project:

- Complicity;
- Circumstantial evidence and inferences;
- Tendency, coincidence and context evidence; and
- Unreliable witnesses and corroboration.

The final 366-page report, known as the ‘Weinberg Report’, is a comprehensive overview of these topics and contains specific proposals for consideration by the Department of Justice’s specialist Jury Directions Advisory Group. The proposals, supported by draft legislation developed by the Office of Chief Parliamentary Counsel, are expected to simplify jury directions significantly and reduce the risk of appeals.

The Jury Directions Simplification Project was an important, successful and fruitful collaboration between the Supreme Court of Victoria, the Department of Justice and the Judicial College of Victoria. Since publication in October 2012, the Final Report has been very well received. Chief Justice Marilyn Warren AC remarked, upon the report’s publication, that ‘if adopted by the government, the Weinberg Report will be a turning point in Victoria’s criminal justice history. It is a matter of real urgency’.

Civil Juries Charge Book

The Civil Juries Charge Book is a new online publication, published in May. Containing 40 civil charges, it is the first publication in Australia dedicated to charging civil juries.

The Charge Book’s development was guided by a judicial steering committee, which included Justice David Ashley, Justice Jack Forrest, Justice David Beach, Judge Chris O’Neill, Judge Philip Misso and Judge Frank Saccardo. Each of the members made substantial contributions to the Charge Book, and the committee continues to meet in order to maintain and update the publication.

The Civil Juries Charge Book’s full suite of charges includes:

- Preliminary directions;
- Case-specific directions on all major causes of action;
- Directions on damages;
- Evidentiary directions; and
- Final directions.

The case-specific charges cover a wide number of civil topics, including: transport accidents, industrial accidents, occupiers’ liability, medical negligence, negligence defences, multiple defendants, battery, assault without battery, malicious prosecution, false imprisonment, sexual assault and defamation.

Bearing in mind that directions to juries can easily become long and convoluted (and thus increase the risks of juror miscomprehension and appealable error), the Charge Book has been concisely drafted, and includes numerous options and choices that enable judges to modify the charge to fit the case in question. Accordingly, it is anticipated that the Charge Book will assist judges in shortening, refining and improving the quality of charges given in civil trials.
Collaborating with universities and academics

As legal scholarship becomes increasingly nuanced and complex – drawing on disciplines such as sociology, economics, history and science – the potential benefit that the academy can provide to the judiciary also increases. Furthermore, the extensive curricula of 21st-century law schools offer specialisation and interdisciplinary perspectives of which the judiciary is able to take considerable advantage. In return, the judiciary is able to inform legal scholarship and professional legal training from the perspective of daily practice.

Thus, this year, the Judicial College has endeavoured to increase collaboration with universities and academics in order to develop the relationship between the judiciary and academia. While most of the College’s collaborations have been with domestic institutions, the College has also been able to draw on the experience and expertise of international institutions and academics.

The experience of an academic working with the Judicial College

Professor Jonathan Clough of Monash University has for several years contributed to Judicial College programs in varying capacities. Beginning in 2007 as a presenter for the Juries Intensive Workshop, he has been involved in a number of evidence, jury, media and cybercrime-related programs over the past few years.

This financial year, Professor Clough was a member of The Media and the Court steering committee, and provided advice on the development of a series of Technology Twilights. At the Digital Forensics program he presented on the topic of digital evidence, focusing on the challenges it presents to the courts.

‘Working with the Judicial College has been an outstanding experience. The collaboration has truly been mutually beneficial and I have gained as much from participating as a committee member as I have from presenting at College programs.’

Professor Jonathan Clough

Constitutional Role of the Judge

This year the Judicial College collaborated with Melbourne Law School to develop a full-day workshop on the Constitutional Role of the Judge. Chaired by Chief Justice Marilyn Warren AC, this program provided an opportunity for participants to consider current developments in the role of the judiciary as the third arm of government and its relationships with the executive and the legislature.

This program drew together eminent speakers on constitutional law, including the Honourable Murray Gleeson AC QC, the Honourable William Gummow AC QC, the Honourable Michael Black AC QC, Justice Susan Kenny and Laureate Professor Cheryl Saunders AO.

The feedback from participants was that the program was of great value and provided an informative and penetrating analysis of these important issues.

In the 2012–2013 year, the Judicial College has been delighted to work with the following universities and academics:

<table>
<thead>
<tr>
<th>University</th>
<th>Academic Members</th>
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<tbody>
<tr>
<td>The University of Melbourne</td>
<td>Laureate Professor Cheryl Saunders AO</td>
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<td></td>
<td>Professor Carolyn Evans</td>
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<td>Professor Michael Crommelin AO</td>
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<td>Professor Marcia Langton AM</td>
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<td>Professor Christopher Wallace-Crabbe AM</td>
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<tr>
<td>Monash University</td>
<td>Emeritus Professor Arie Freiberg AM (former Dean, Faculty of Law)</td>
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<td>Professor Jonathan Clough</td>
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<td>Professor Olaf Drummer</td>
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<td>Professor Tania Sourdin</td>
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<td>Associate Professor David Best</td>
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<tr>
<td>The University of New South Wales</td>
<td>Professor Gary Edmond</td>
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<td>Associate Professor Anne Cossins</td>
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<tr>
<td>Charles Sturt University</td>
<td>Ms Mehera San Roque</td>
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<td>Mr David Vaile</td>
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<td>Flinders University</td>
<td>Professor Jane Goodman-Delahuntun</td>
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<td>RMIT University</td>
<td>Professor Neil Brewer</td>
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<td>Southern Methodist University (USA)</td>
<td>Professor Bryan Garner</td>
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<tr>
<td>The University of Adelaide</td>
<td>Associate Professor Melissa de Zwart</td>
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<td>The University of Sydney</td>
<td>Dr Helen Paterson</td>
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<tr>
<td>The University of Alabama (USA)</td>
<td>Emeritus Professor James Raymond</td>
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<tr>
<td>Other</td>
<td>Professor Edward Berry</td>
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<td>Associate Professor David Ranson</td>
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<td>Associate Professor David Wells</td>
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<td>Associate Professor Pamela Snow</td>
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<td>Dr Ian Freckelton SC</td>
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<td>Dr Star McNicol SC</td>
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<td>Dr Craig Hassed</td>
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Judicial College of Victoria Annual Report 2012–13
Publications upgrade

The past year saw the most substantial overhaul of the Judicial College’s online publications since the Search Warrants Manual, the Magistrates’ Court Bench Book and the Victorian Sentencing Manual were first published online in 2004.

In October 2012, the College launched a sleek new authoring tool and interface for the online manuals, which has significantly improved user-friendliness and overall navigability. For example, the publications now contain a breadcrumb trail, indicating each page’s root path. Additionally, the manuals – now running on HTML5 – have significantly improved functionality and include the following features:

- **Mobile and tablet friendly.** The new interface is accessible on a wide range of mobile and tablet devices.
- **Improved search.** All College publications now feature a Google-like search function. Results remain displayed in the left pane while the user can browse each result in the main window.
- **In-built cross-references.** Cross-references to related sections now appear at the bottom of each page, improving overall navigability.
- **Increased speed.** Particularly on mobile devices, College publications now load at a faster rate.
- **Instant feedback.** A new button enables users to provide page-specific feedback.

Behind the scenes, the new authoring tool streamlines the processes for updating Judicial College publications. As a result, the College has been able to release updates faster than ever.

JOIN upgrade

In October 2012, the Judicial College launched its new Judicial Officers Information Network (JOIN), the College’s judicial intranet. The new JOIN represents the most substantial update since its inception in December 2004.

JOIN has been given a complete facelift, and now features the following:

- **Revised search.** JOIN’s significantly improved search extends beyond individual pages and can now search the contents of electronic files, such as PDFs.
- **New repository of program materials.** Most materials from College programs are now hosted on JOIN in a sleek and accessible interface.
- **‘What’s New’ section.** The centrepiece of the homepage, ‘What’s New’ serves to keep judicial officers abreast of relevant news and events in the law.
- **Program calendar.** Located on JOIN’s homepage, the program calendar provides a quick overview of the College’s program schedule for the month.
- **Reorganised site structure and streamlined pages.** Accessibility has been improved by simplifying JOIN’s layout and content on a number of pages.

Usage statistics indicate that judicial officers continue to make extensive use of JOIN as the first port of call for all of their legal research and information needs.
In 2012, the Judicial College joined Twitter, with the handle @JudicialCollege. The College has utilised Twitter to publicise its online manuals, notifying prospective followers of updates, revisions and new material. It has also used Twitter as a social tool to inform our followers about news items relevant to the Victorian judiciary.

The above tweet, as an example, notified College Twitter followers of the commencement of the new journalist privilege, and the Evidence Manual’s updated commentary on that privilege’s operation. The hash-tag #auslaw is often included in College tweets to bring the topic to the attention of Twitter users searching for tweets about Australian law.

Since joining Twitter, the Judicial College has:

− Gained 544 Twitter followers;
− Tweeted 351 times;
− Been re-tweeted 326 times; and
− Had 1719 click-throughs to online content featured in College tweets.

The College’s Twitter following continues to grow steadily and Twitter is proving to be a significant medium through which the College can communicate with its wider audience.
Projects for the Year Ahead

Judicial College of Victoria Learning Centre
Capital works for a new judicial training facility, adjacent to the College’s office accommodation in the William Cooper Justice Centre, are complete. The Judicial College of Victoria Learning Centre will become the base for most Judicial College programs, and brings the Board a step closer to achieving its vision of a ‘university for judges’.

A new online bench book – the Suppression Orders Bench Book
The Judicial College is currently working to produce a complete and practical online guide to the law relating to suppression of information orders in Victoria. The College plans to publish the Suppression Orders Bench Book in 2013-2014.

Continued and increasing collaboration with universities
This year the Judicial College established a number of strong new relationships with universities, both in Australia and internationally. The College will seek to strengthen these relationships in 2013-2014, and to foster new relationships as it expands its academic curriculum.

Judicial Symposium
In 2012, the College Board endorsed a proposal for the inaugural Judicial Symposium.

Social Media
The College is currently testing the effectiveness of a Facebook page in promoting its online publications and posting relevant news items. As part of the College’s community engagement program, which has broadened to include university and VCE Legal Studies students, the use of Facebook will assist in expanding the Judicial College’s outreach capabilities and improve its ability to interact with this particular audience.

Honorary fellowships of the Judicial College of Victoria
In order to honour exceptional, voluntary contributions made by retired judges, academics and other professionals to the Judicial College, in 2013-2014 the College will begin appointing Fellows of the Judicial College of Victoria. These honorary appointments, awarded directly by the College’s Board, will recognise outstanding, voluntary and continuous service contributions to the College’s educational programs, publications or institutional capacity.
Each year, the Judicial College delivers a structured Continuing Professional Development scheme. The 2012–2013 year saw the Judicial College deliver 40 programs across four curriculum categories.

Programs Report

<table>
<thead>
<tr>
<th>Judicial Practice</th>
<th>Social Context</th>
<th>Skills Development</th>
<th>Substantive Law and Practice</th>
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<td>Twilight</td>
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<td>Multi-day</td>
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July

- ** 20
  - Current Issues in DNA Evidence
  - Writing Better Judgments

- ** 27
  - Court Craft – Briefing for 360° Survey
  - Assessing Witnesses
  - Judgment Writing
  - Judgment Writing Refresher

August

- ** 6
  - Court Craft – Briefing for 360° Survey
  - Assessing Witnesses
  - Judgment Writing
  - Judgment Writing Refresher

- *** 10
  - Self-Represented Litigants
  - Sentencing Low-Level Indigent Offenders
  - Enhancing the Role and Career of Longer Serving Judicial Officers

- **** 22–24
- **** 27

September

- *** 7
  - Self-Represented Litigants
  - Sentencing Low-Level Indigent Offenders
  - Enhancing the Role and Career of Longer Serving Judicial Officers

- * 11
- *** 21

October

- ** 3
  - Coroners – Understanding SIDS as a Cause of Death
  - Visit to Loddon Prison and Tarrengower Prison
  - Visit to Worawa Aboriginal College
  - Managing Discovery
  - Communicating with Children and Young People
  - Court Craft – Communication in the Courtroom

- *** 5
- ** 13
- * 16
- *** 19
- *** 26

November

- * 8
  - Constitutional Amendments

February

- ** 19
  - Sentencing – Intermediate Orders and Reoffending
  - NJI (Canada) International Online Program: Child Pornography
  - Visit to Speed Measurement Support Centre
  - Expert Evidence in Civil Cases

March

- ** 8
  - The Media and the Court

- *** 15
  - Constitutional Role of the Judge
  - 10-year Anniversary of the Koori Courts

April

- ** 8/4–10/5
  - NJI (Canada) International Online Program: Social Media

- ** 16
  - Forensic Medicine – Interpreting Medical Reports
  - Civil Juries

- *** 19
  - Forensic Medicine – Understanding Toxicology

May

- *** 3
  - Self-Represented Litigants
  - Oral Decisions
  - Oral Decisions Refresher

- **** 9–10
- **** 13
- * 14

- *** 17
  - Technology – Digital Forensics
  - Visit to Victoria Police Forensic Services Department
  - Technology – Technology in the Courtroom

- ** 21
- ** 24

- * 28

- **** 30–31
  - Understanding the Use of Telecommunications and Surveillance Devices
  - Technology – Understanding Social Networks
  - Coroners’ Intensive

June

- * 4
  - Understanding the Mind – Understanding Borderline Personality Disorders
  - Understanding the Mind – Addiction Recovery
  - Visit to Melbourne Assessment Prison and Judy Lazarus Transition Centre

- ** 11

- * 14

- *** 19

- *** 21

- Evidence-Based Law
Enriching the Role and Career of Longer Serving Judicial Officers

‘In life, and art, there are cyclic surges of endeavour and, in every case, the movement involves a pattern of getting started, keeping going, and getting started again.’
Seamus Heaney (2008) Stepping Stones

Enriching the Role and Career of Longer Serving Judicial Officers was developed and run as a pilot program in 2012. The program was directed to a small group of judicial officers (from all four jurisdictions) who have been in the judicial role for more than 10 years. It gave participants an opportunity to explore and gain a deeper understanding of their role and, where necessary, to revitalise them in their work. The program had two components: a series of prior personal interviews followed by a one-day workshop. It considered past, present and future personal and systemic influences that affect taking up the judicial role, and looked at future contributions the judicial role might make to personal, professional and community outcomes.

A range of issues for further consideration emerged from the workshop, including those related to the themes of judicial management, accumulated stress and vicarious trauma, and judicial mentoring. These themes will be covered at the Judicial Symposium to be held in 2014.

Steering committee

The Honourable David Harper AM QC
Justice Meryl Sexton
Dr John Newton
Ms Cathy Whelan
Ms Samantha Burchell (JCV)

Civil Juries

A full-day workshop, the Civil Juries program provided participants with an opportunity to engage completely with the fine craft of managing a civil jury trial. Particular attention was given to developing and structuring a civil jury charge in a way that is clear and concise, highlights all of the issues the jury will need to consider, and conforms with all relevant law.

The Civil Juries program marked the launch of the Civil Juries Charge Book, a new Judicial College online publication. The Charge Book is similar to the model charges provided to participants during the workshop, but continues to be updated as required.

“This charge book will be a most valuable tool and a work upon which I will heavily depend!”

Feedback from the Civil Juries program

Steering committee

Justice David Ashley
Justice Jack Forrest
Justice David Beach
Judge Chris O’Neill
Judge Philip Misso
Judge Frank Saccardo
Ms Carly Schrever, Ms Cassie Carter and Mr Eamonn Hortle (JCV)

Evidence-Based Law

The Judicial College ran its first Evidence-Based Law program this year, reflecting the growing stature of the evidence-based law movement in the international legal community. Evidence-based law is an approach to legal practice and judicial decision making in which sound, empirical and preferably quantitative research is used to guide the development of legal doctrine.

The program included a full overview of the rationale and principles of evidence-based law, and provided innovative ways of approaching the judicial task. The program introduced ways in which empirical research can improve judicial practices and judicial decision making, and included novel empirical research that could, in an appropriate case, bear directly on discretionary decision making by judicial officers.

‘In my court, the burgeoning workload often tends to overcome and sometimes submerge judicial officers, with the result that at times we are unable to examine core beliefs and underpinning principles of jurisprudence and evidence. This seminar rejuvenated my approach to many aspects of my function. It was a most progressive and inspiring presentation.’

Magistrate Andrew McKenna

Steering committee

Justice Emilios Kyrou
Judge Gerard Mullaly
Magistrate Andrew McKenna
Mr Peter Kidd SC
Mr Saul Holt SC
Ms Carly Schrever and Ms Cassie Carter (JCV)

Technology series

Three technology programs were held this year, each focusing on one of the following topics:

– Digital Forensics;
– Technology in the Courtroom; and
– Understanding Social Networks.

Digital Forensics covered areas such as the admissibility of digital evidence, the process of recovering digital evidence and the commonly argued defences that arise. The Technology in the Courtroom workshop provided an opportunity for judicial officers to get answers to new questions such as ‘What evidence, if any, can be presented by tablet in the courtroom?’ The final program, Understanding Social Networks, was a primer on how social media is currently affecting Victorian judicial practice.
### Steering and specific-purpose committees*

<table>
<thead>
<tr>
<th>Topic</th>
<th>Committee members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessing Witnesses</td>
<td>Judge Frank Gucciardo, Magistrate Phillip Goldberg, Deputy President Heather Lambrick, the Hon. David Byrne QC, Ms Carly Schrever (JCV)</td>
</tr>
<tr>
<td>Civil Juries</td>
<td>Justice David Ashley, Justice Jack Forrest, Justice David Beach, Judge Chris O’Neill, Judge Philip Misso, Judge Frank Saccardo, Ms Carly Schrever, Ms Cassie Carter and Mr Eamonn Horle (JCV)</td>
</tr>
<tr>
<td>Communicating with Children and Young People</td>
<td>Judge Meryl Sexton, Magistrate Jennifer Bowles, Ms Carly Schrever (JCV)</td>
</tr>
<tr>
<td>Constitutional Role of the Judge</td>
<td>Justice Pamela Tate, Laureate Professor Cheryl Saunders AO (Melbourne Law School), Professor Adrienne Stone (Melbourne Law School), Ms Cassie Carter and Ms Amy Peek (JCV)</td>
</tr>
<tr>
<td>Coroners’ Education Committee</td>
<td>Justice Jennifer Coate (until November 2012), Judge Ian L. Gray, Magistrate Audrey-Jamieson, Magistrate Stella Stuthridge, Ms Margaret Craddock (Principal Registrar), Ms Cassie Carter (JCV)</td>
</tr>
<tr>
<td>Current issues in DNA Evidence</td>
<td>Judge Frank Shelton, Magistrate Jack Vandersteen, the Hon. Frank Vincent AO QC, Ms Amy Peek (JCV)</td>
</tr>
<tr>
<td>Enriching the Role and Career of Longer Serving Judicial Officers</td>
<td>The Hon. David Harper AM QC, Judge Meryl Sexton, Dr John Newton, Ms Cathy Whelan, Ms Samantha Burchell (JCV)</td>
</tr>
<tr>
<td>Evidence-Based Law</td>
<td>Justice Emilio Kyrou, Judge Gerard Mullaly, Magistrate Andrew McKenna, Mr Peter Kidd SC (Crown Prosecutor), Mr Saul Holt SC (Victoria Legal Aid), Ms Carly Schrever and Ms Cassie Carter (JCV)</td>
</tr>
<tr>
<td>Indigenous Cultural Awareness (Judicial Officers Aboriginal Cultural Awareness Committee)</td>
<td>Justice Stephen Kaye (Chair), Judge Sandra Davis, Judge Paul Grant, Judge David Parsons, Deputy Chief Magistrate Jelena Popovic, Magistrate Ann Collins, Magistrate Rose Falls, Member Robert Scott, Justice Victoria Bennett (Family Court of Australia), Judge Kate Hughes (Federal Circuit Court), the Hon. Peter Gray QC, the Hon. John Coldrey QC, the Hon. Geoff Eames AO QC, Ms Munya Andrews, Mr Mason Atkinson, Mr Hans Bokelund, Ms Annie Braybrook, Ms Wanda Braybrook, Ms Abbie Burchell, Ms Yvonne Lingua, Mr Andrew Jackomous, Mr Rudolph Kirby, Ms Milicent Lang, Mr Brendan Loizou, Mr Ted Lovett, Mr Bevan Mallman, Ms Alison Martin, Mr Wayne Muir, Ms Jacki Turfrey, Ms Amy Peek, Ms Carly Schrever, Ms Cassie Carter and Ms Aimee Foo (JCV)</td>
</tr>
<tr>
<td>Judgment Writing</td>
<td>Professor James Raymond, Justice Kim Hargrave, his Honour Tom Wodak, Professor Christopher Wallace-Crabbe AM, Mr Gideon Haigh, Ms Ginger Briggs, Ms Amy Peek (JCV)</td>
</tr>
<tr>
<td>Oral Decisions</td>
<td>Justice Lex Lasry, Judge Lisa Hannan (until February 2013), Judge Frank Gucciardo, Magistrate Kate Hawkins, Senior Member Bernardette Steelers, Ms Amy Peek and Ms Fiona Dea (JCV)</td>
</tr>
<tr>
<td>Self-Represented Litigants</td>
<td>Justice Katherine Williams, Judge Rachelle Lewitan AM, Magistrate Caitlin English, Senior Member Bernardette Steele, Ms Cassie Carter (JCV)</td>
</tr>
<tr>
<td>The Media and the Court</td>
<td>Judge Irene Lawson, Magistrate Kate Hawkins, Magistrate Mandy Chambers, the Hon. Bernard Teague AO, Professor Jonathan Clough, Ms Amy Peek (JCV)</td>
</tr>
</tbody>
</table>

* As at 30 June 2013
The past financial year saw unprecedented growth in Judicial College online publication usage. Usage increased for nine publications, and eight publications set yearly page-view records.

The record number of page views can be attributed to:
- The many significant updates to the College’s major publications;
- The overhaul of both the publication interface (see page 16) as well as the overhaul of JOIN (see page 17);
- A comprehensive promotional program for all publications; and
- The growing stature and reputation of the College’s publications among its wider audience.

Technical data for publication usage indicate that over the past financial year:
- Publication usage increased externally, as well as from JOIN.
- Pleasingly, users accessed Judicial College manuals in a variety of ways, including by using search engines, direct links and social media referrals.
- Search terms indicated that a significant number of users came to use the College’s manuals after making general searches (and not only when searching specifically for Judicial College publications).
- A small contingent of the College’s audience comprised mobile users, with the bulk of them using tablet devices.
- Demographically, the vast majority of publication traffic came from Australia, although the manuals aroused some interest internationally.
- Within Australia, most usage was by Victorian users, although the College had a small number of interstate users, with most coming from Sydney.

Criminal Charge Book

This year, the Criminal Charge Book editorial committee focused on improving the clarity of existing directions and preparing for the commencement of the Jury Directions Act 2013 on 1 July 2013. The Act introduces four main changes:
- Reforms to the judge’s obligation to give directions, and the introduction of a request for directions process;
- Reforms to the content of the judge’s summation up, including the obligation to identify evidence and put the prosecution and defence cases;
- Statutory directions for use in cases in which jurors ask a question about the meaning of ‘beyond reasonable doubt’; and
- Reforms to post-offence conduct (consciousness of guilt) directions.

The Jury Directions Act 2013 has been described as making ‘legal history. From the 1st of July when the Jury Directions Act comes into force, criminal trials will be made simpler by law’ (Maxwell P, 19 June 2013). The request for directions process requires the parties to identify the directions they consider necessary in that trial. This will reinforce the value of the Criminal Charge Book as an invaluable reference not only for judges, but also for the profession more broadly. Its systematic and comprehensive approach to directions will help counsel make informed decisions about which directions are necessary. The model charges will also allow the judge and counsel to speak the same language when discussing which directions should be given, and will enable parties to make targeted submissions about not only the topic of a direction, but also the language of that direction.

Consciousness of guilt is another area in which the Act will have a major effect on the Charge Book. At common law, evidence of post-offence conduct requires complex directions in order to comply with highly prescriptive requirements. This has led to very lengthy bench notes and charges to cover the range of possible directions that could be necessary. Under the Act, the law of post-offence conduct (as it is now known) will be substantially simplified, and model directions have been developed to give effect to the new statutory directions.

The Criminal Charge Book editorial committee has worked extensively to prepare for the significant changes introduced by the Jury Directions Act 2013 and to ensure that the Charge Book is ready for the new approach to criminal trials, which commenced on 1 July 2013.
This year, the Victorian Sentencing Manual had the most growth in the number of page views of all College publications, with a 36 per cent increase in page-view usage. This significant increase may be substantially attributed to the ongoing, major revisions and additions that were made over the financial year.

Legislative changes affecting sentencing law provided a significant impetus for several of the updates made over the year, and substantial changes were made to the following subject areas:

- Sentence indication;
- Compensation;
- Community correction orders;
- Drug treatment orders;
- Suspended sentences; and
- Fines.

Several updates were also made as a result of judicial decisions. An important range of updates was made to the ‘Offence Selection’ chapter, resulting from the Victorian Court of Appeal’s comments on the relevance of any less punitive offence that may have been charged instead of the offence for which the offender fell to be sentenced. The ‘Current Sentencing Practices’ chapter was also subject to several major updates, in order to reflect the substantial amount of case law that has considered and commented on this topic in recent years.

A new chapter was inserted into the Sentencing Manual on the topic of ‘Vehicle Impoundment, Immobilisation and Confiscation’. The chapter addresses the legislative regime surrounding vehicle impoundment, immobilisation and confiscation that result from ‘hoon driving’ offences. Over the year, major updates were also made to the ‘Burglary and Aggravated Burglary’ chapter of the Manual, including the addition of detailed commentary and analyses regarding sentencing practices for these offences.

Finally, this year saw a move to a new format for summaries of Court of Appeal sentencing decisions. The new format enables the Sentencing Manual’s qualitative overviews to be presented in a more concise and revealing manner. These case summaries continue to be organised both by date and by the offence charged.

This year, the Victorian Criminal Proceedings Manual has focused on a series of changes to court procedure, including the new County Court Criminal Procedure Practice Note and changes to the conduct of special hearings resulting from the Criminal Procedure Amendment Act 2012.

The Manual now also includes information on a range of frequently prosecuted, indictable offences, to help users identify whether offences can be determined summarily. This valuable information will enable users to easily determine the correct procedure in the Magistrates’ Court and facilitate the efficient running of the courts.

Furthermore, over the past year, regular updates were made to various topics in the Uniform Evidence Manual, in order to reflect case law developments in Victoria and other uniform evidence law jurisdictions.

In particular, a suite of major updates was made to several topics affected by the Court of Appeal’s groundbreaking decision in Dupas [2012] VSCA 328. These updates were available within weeks of the Court’s decision and were thus among the first commentary available regarding the decision.

A second major update was the inclusion of a new chapter regarding the journalist privilege, as a result of the introduction of the privilege in Victoria. This new chapter was published and available to the judiciary, as well as the College’s wider audience, on 1 January 2013, the day on which the privilege commenced.
### Publications Report

#### Other online publications and resources

<table>
<thead>
<tr>
<th>Publication</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bail Digest</td>
<td>Updated to reflect significant case law and legislative changes.</td>
</tr>
<tr>
<td>Civil Juries Charge Book</td>
<td>The Civil Juries Charge Book was first published in May 2013. An overview of this publication can be found on page 13 of this Annual Report.</td>
</tr>
<tr>
<td>Civil Procedure Bench Book</td>
<td>New chapters were included relating to expert witnesses and costs, in response to legislative changes giving courts increased powers in relation to each of these areas. Updates were made to the certification requirements section of the bench book, resulting from changes to that regime introduced by the Civil Procedure Amendment Act 2012.</td>
</tr>
<tr>
<td>Coroners Bench Book</td>
<td>On 1 January 2013, the Coroners Bench Book received a major update due to the commencement of the Evidence Amendment (Journalist Privilege) Act 2012. This Act introduced major changes to how coroners deal with questions of privilege. The updates were released to coincide with the commencement. The year saw two further updates to incorporate recent cases and journal articles discussing relevant issues in the coronial jurisdiction.</td>
</tr>
<tr>
<td>Family Violence Bench Book</td>
<td>Major updates were made to the ‘Social Context’ chapter to reflect new research and statistics. Updates were made regarding Commonwealth family law reforms that changed the definition of family violence for the purposes of the Family Law Act 1975. Updates were made to reflect changes to the family violence safety notice and counselling order regimes in the Family Violence Protection Act 2008.</td>
</tr>
<tr>
<td>Sexual Assault Manual</td>
<td>Updated to reflect significant case law and legislative changes.</td>
</tr>
<tr>
<td>Search Warrants Manual</td>
<td>Updated to reflect significant case law and legislative changes.</td>
</tr>
<tr>
<td>Personal Safety Intervention Orders Bench Book</td>
<td>Updated to reflect significant case law and legislative changes.</td>
</tr>
</tbody>
</table>

### Community engagement

The unprecedented growth in publications usage has been supported by an active and engaged strategy, aimed at raising awareness of the Judicial College’s publications among the wider legal community. The cornerstone of this strategy is the College’s update alerts. Thirty-five alerts were distributed this year to the College’s growing list of subscribers. These alerts inform users of the changes to existing content and demonstrate our commitment to responding to changes in the law.

This year, the College has broadened its engagement strategy to cover VCE Legal Studies students and teachers. While the College’s primary audience is the Victorian judiciary, all College online manuals are written in plain language and are designed to be accessible to a wider audience. This makes them ideal tools for teachers and students to understand matters such as:

- The role of the parties in an adversarial trial;
- The elements of offences such as murder and theft;
- Examples of current sentencing practice; and
- The importance of the overarching obligations in civil litigation.

All of these matters are explained in clear and accessible language in the College’s online publications. As a result, the College presented at the Victorian Commercial Teacher’s Association annual conference in 2012 and will again present at the 2013 annual conference. These presentations provide teachers with a guide to how the manuals are relevant to their students and how to use the manuals to aid lesson preparation. This includes explaining the role of the model directions in the Charge Book, the recent cases collections in the Sentencing Manual, and the online quizzes that form part of the Civil Procedure Bench Book.

The College has continued to build strong links with Victoria Police, conducting two demonstrations this year for Victoria Police prosecutors and one demonstration for Sexual Offences and Child Abuse Investigation Team detectives as part of the new Brief Authorisation Course. These demonstrations are consistently well received, with prosecutors grateful to learn about the depth of resources available to assist them in their important work. The recognition by Victoria Police of the value of the manuals as accessible and easy-to-use legal research tools has meant that over 10 per cent of all visits to the manuals come from Victoria Police members.
This year the Judicial College hosted eight interns:

- Jeremy Shelley (Monash University) undertook background research into suppression orders and principles of open justice.
- Michael Mirtsis (Victoria Law Foundation) provided assistance with developing a number of programs, including Sentencing Indigent Offenders, Constitutional Role of the Judge and the College’s Mental Health Twilight.
- Patrick Noyelle (Leo Cussen Institute) prepared a new chapter for the Victorian Sentencing Manual on vehicle impoundment, immobilisation and confiscation.
- Kiran Gill (RMIT University) provided administrative support to JCV staff, including assistance for the delivery of professional development programs. Subsequent to her internship, Kiran continued to work at the College on a casual basis.
- Tessa Pluseckhahn (University of Melbourne) worked on the Criminal Charge Book and undertook a psycho-linguistic analysis of three charges to determine how to make the charges easier for juries to understand.
- Naomi Pfitzner (Leo Cussen Institute) reviewed the social context chapter of the Family Violence Bench Book and prepared updates based on Victorian and national developments in how to address family violence.
- Shanno Kumar (Leo Cussen Institute) worked on defining the prosecutor’s duty to make sentencing range submissions in the Victorian Sentencing Manual.

Staff of the JCV as at 30 June 2013

**Lyn Slade** BA, LLB, MIllus (Org Dynamics)
Chief Executive Officer

**Publications team**

- **Matt Weatherson** BSc (Hons), LLB (Hons)
  Director Research and Publications
- **Jane Mevel** BA, LLB (Hons), Grad Dip Legal Practice
  Senior Legal Research Officer
- **Eamonn Hortle** LLB (Hons), Grad Dip Legal Practice
  Legal Research Officer
- **Damin Siracusa** BA, LLB, Grad Dip Legal Practice
  JOIN Coordinator

**Program team**

- **Samantha Burchell** BA, LLB, M App Sci (Org Dynamics)
  Director Education
- **Fiona Dea** BA, LLB (Hons), LLM, Cert IV TAA
  Program Manager
- **Melinda Shiell**
  BA, LLM (Juris Doctor), Grad Dip Legal Practice
  Program Manager
- **Cassie Carter** BSc, LLB (Hons), Grad Dip Legal Practice
  Program Manager
- **Aimee Foo** BBus (Hons), Adv Dip Advtg, Grad Cert Media
  Events and Marketing Officer
- **Stephanie Siriwardene** BA
  Publications Officer

**Administration team**

- **Alex Blake**
  Operations Manager
- **Kylie Pearse**
  PA to CEO and Program Support
- **Vacant**
  Administration Assistant

**Interns**

- **Lyn Slade**
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  Chief Executive Officer

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  Events and Marketing Officer
- **Stephanie Siriwardene** BA
  Publications Officer

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  PA to CEO and Program Support
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- **Shanno Kumar** (Leo Cussen Institute) worked on defining the prosecutor’s duty to make sentencing range submissions in the Victorian Sentencing Manual.
Disclosures

Audit and Finance Committee
The Judicial College of Victoria and the Sentencing Advisory Council have a joint Audit and Finance Committee to oversee their financial operations. Due to their small size, the College and the Council have come together to maximise effective use of resources. During 2012–2013, the Committee comprised the following members:

**David Greenall** (Chairperson, independent member)

**Karol Hill** (independent member)

**David Jorgensen** (independent member)

**Sally Hay** (Sentencing Advisory Council representative)

**Julie Venturini** (Judicial College of Victoria representative to November 2012)

**Kylie Pearce** (Judicial College of Victoria representative to January 2013)

**Alex Blake** (Judicial College of Victoria representative from February 2013).

Mr Tony Matthews is the College's Chief Finance and Accounting Officer (CFAO) and attends Committee meetings by standing invitation, providing financial advice as required. During the year the College bid farewell to its previous CFAO, Anthony Phillips, after several years of valuable service to the Committee.

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The chief executive officers of both organisations and a representative of the Victorian Auditor-General’s Office (VAGO) and the internal auditors, Pitcher Partners, also attend meetings by standing invitation.

The Audit and Finance Committee undertakes the oversight of:

- Financial performance and reporting processes, including the annual financial statements;
- The scope of work, performance and independence of the internal auditor;
- The scope of work, performance and independence of the external auditor;
- The operation and implementation of the risk management framework;
- Matters of accountability and internal control affecting the operations of the College;
- Processes for monitoring compliance with laws and regulations; and
- Selection, appointment and removal of the College’s CFAO.

In fulfilling its responsibilities, the Committee has:

- Reviewed the financial statements for the Annual Report and recommended them to the responsible bodies (or delegates) for approval;
- Reviewed the scope and results of the External Auditor’s examination of the Financial Report and matters brought to its attention;
- Received reports from the internal auditors, Pitcher Partners, and monitored follow-up by management on the auditor’s recommendations in relation to:
  - Budget and forecasting; and
  - Human resources and payroll
- Regularly reviewed the CFAO’s financial reports on the entities’ finances;
- Completed a Committee self-assessment and submitted a summary of the results to the entities;
- Reviewed the risk register and noted that the risks were being appropriately addressed by management;
- Reviewed the Committee’s annual program;
- Reviewed the scope of the annual internal audit;
- Reviewed the Department of Justice’s Code of Practice;
- Reviewed the entities’ Business and Strategic Plans; and
- Met separately with representatives of the Victorian Auditor-General’s Office and reviewed the VAGO audit strategy for the 2013 annual financial audit.
Human Resource Management
The College promotes the personal and professional development of its staff to achieve sustained improvements and create satisfying career paths. The College actively promotes safe work practices, career development, balanced lifestyles and a friendly, non-discriminatory working environment.

Comparative Workforce Data
The College had a core staff of 13 (headcount) and 12 (full-time equivalent) as at 30 June 2013. Contractors are engaged to perform the duties of the CFOO and Internal Auditor.

Occupational Health and Safety
During 2012–2013, there were no human or financial costs of occupational injury and illness. Many staff took advantage of the subsidised influenza immunisation program organised by the Department of Justice. Staff members participated in fire-drill evacuation exercises, and have access to ergonomic equipment and assessments by qualified professionals.

Employment and conduct principles
Department of Justice merit and equity principles are applied in the appointment and management of staff, and the College’s guiding principles are consistent with the public sector values and employment principles articulated in the Public Administration Act 2004.

Victorian Industry Participation Policy
In October 2003, the Victorian Parliament passed the Victorian Industry Participation Policy Act, which requires public bodies and departments to report on the implementation of the Victorian Industry Participation Policy. Departments and public bodies are required to apply the policy in all tenders over $3 million in metropolitan Melbourne and $1 million in regional Victoria. This did not apply to the College.

Consultancies
<table>
<thead>
<tr>
<th></th>
<th>Total number of consultancies in the year ended 30 June 2013 with values of less than $10,000 (excluding GST)</th>
<th>Total cost (excluding GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0</td>
<td>-</td>
</tr>
</tbody>
</table>

Total number of consultancies in the year ended 30 June 2013 with values of $10,000 or greater (excluding GST) 0

Total cost (excluding GST) -

Freedom of Information
The Freedom of Information Act 1982 allows the public a right of access to documents held by the College. For the 12 months ending 30 June 2013, the College received no Freedom of Information (FoI) requests.

Making an FoI Request
Access to documents may be obtained through written request to the Freedom of Information Manager, as detailed in s 17 of the Freedom of Information Act 1982. In summary, the requirements for making a request are that:
- It should be made in writing.
- It should identify as clearly as possible what document is being requested.
- It should be accompanied by payment of the appropriate application fee (the fee may be waived in certain circumstances).

Requests for documents in the possession of the College should be addressed to:
Judicial College of Victoria
Freedom of Information Manager
William Cooper Justice Centre
Level 7, 223 William Street
MELBOURNE VIC 3000

Requests may also be lodged online at www.foi.vic.gov.au. Access charges may apply once documents have been processed and a decision has been made regarding access (for example, photocopying and search and retrieval charges). Further information regarding Freedom of Information can be found on FOI Online, www.foi.vic.gov.au.

National Competition Policy
In 1996, Australian governments (federal, state and territory) agreed to review and, where appropriate, reform all existing legislative restrictions on competition. Under the National Competition Policy, the guiding legislative principle is that legislation, including future legislative proposals, should not restrict competition unless it can be demonstrated that:
- The benefits of the restriction to the community as a whole outweigh the costs; and
- The objectives of the legislation can only be achieved by restricting competition.

Where applicable, the College complies with the requirements of the National Competition Policy.

Compliance with the Whistleblowers Protection Act 2001
The Whistleblowers Protection Act 2001 encourages and assists people in making disclosures of improper conduct by public officers and public bodies. The Act provides protection to people who make disclosures in accordance with the Act, and establishes a system for the matters disclosed to be investigated and for rectifying action to be taken.

The College does not tolerate improper conduct by employees, nor the taking of reprisals against those who come forward to disclose such conduct. The College is committed to ensuring transparency and accountability in administrative and management practices, and supports the making of disclosures that reveal corrupt conduct, conduct involving a substantial mismanagement of public resources, or conduct involving a substantial risk to public health and safety or the environment.

The College will take all reasonable steps to protect people who make such disclosures from any detrimental action in reprisal for making the disclosure, and to afford natural justice to the person who is the subject of the disclosure.

Compliance with the Building Act 1993
The College does not own or control any government buildings and consequently is exempt from notifying its compliance with the building and maintenance provisions of the Building Act 1993.

Improper Conduct Reporting Procedures
Disclosures of improper conduct or detrimental action by Judicial College staff or contractors may be made, in the first instance, to the Chief Executive Officer:
Ms Lyn Slade, CEO
Judicial College of Victoria
William Cooper Justice Centre
Level 7, 223 William Street
MELBOURNE VIC 3000

Alternatively, disclosures of improper conduct or detrimental action by the College or its employees may be made directly to the Ombudsman:
The Ombudsman Victoria
Level 9, 459 Collins Street (North Tower)
MELBOURNE VIC 3000
Telephone: (03) 9613 6222
Toll free: 1800 806 314
Internet: www.ombudsman.vic.gov.au
Email: ombudvic@ombudsman.vic.gov.au

Further Information
Written guidelines outlining the system for reporting disclosures of improper conduct or detrimental action by the Victorian Privacy Commissioner or his employees are available for public perusal at www.privacy.vic.gov.au.
Disclosures under the 
Whistleblowers Protection Act 2001

For the 12 months ending 30 June 2013, the College did not receive any disclosures.

Types of disclosures made to public bodies during the year

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Public interest disclosures</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Protected disclosures</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The number and types of disclosed matters referred to the public body by the Ombudsman for determination as to whether they are public interest disclosures</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The number of disclosures referred during the year by the public body to the Ombudsman for investigation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The number of requests made by a whistleblower to the Ombudsman to take over an investigation by the public body</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The number and types of disclosed matters that the public body has declined to investigate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The number and types of disclosed matters that were substantiated upon investigation and the action taken on completion of the investigation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Any recommendations made by the Ombudsman that relate to the public body: Recommendation regarding file security and management</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Additional information available on request

In compliance with the requirements of the Standing Directions of the Minister for Finance, details in respect of the items listed below have been retained by the College and are available on request, subject to the provisions of the Freedom of Information Act 1982.

1. A statement that declarations of pecuniary interests have been duly completed by all relevant officers;
2. Details of shares held by a senior officer as nominee or held beneficially in a statutory authority or subsidiary;
3. Details of publications produced by the entity about itself, and how these can be obtained;
4. Details of changes in prices, fees, charges, rates and levies charged by the entity;
5. Details of any major external reviews carried out on the entity;
6. Details of major research and development activities undertaken by the entity;
7. Details of overseas visits undertaken, including a summary of the objectives and outcomes of each visit;
8. Details of major promotional, public relations and marketing activities undertaken by the entity to develop community awareness of the entity and its services;
9. Details of assessments and measures undertaken to improve the occupational health and safety of employees;
10. A general statement on industrial relations within the entity and details of time lost through industrial accidents and disputes;
11. A list of major committees sponsored by the entity, the purposes of each committee and the extent to which the purposes have been achieved; and
12. Details of all consultancies and contractors including:
   - Consultants/contractors engaged;
   - Services provided; and
   - Expenditure committed to for each engagement.

Risk Management and Insurance
(Standing Direction 4.5.5.1)

I, Lyn Slade, certify that the Judicial College of Victoria has risk management processes in place consistent with the Australian/New Zealand Risk Management Standard, and an internal control system is in place that enables the executive to understand, manage and satisfactorily control risk exposures. The Audit and Finance Committee verifies this assurance and that the risk profile of the Judicial College of Victoria has been critically reviewed within the past 12 months. I also certify that the Judicial College of Victoria has complied with the Ministerial Direction 4.5.5.1 – insurance.

Lyn Slade
Chief Executive Officer
2 September 2013

Disclosure Index

An index identifying the College’s compliance with statutory disclosure requirements is contained in the Disclosure Index (see page 78).
Comparative Financial Results

The table below summarises information on the financial results and financial position prepared on an accrual basis, of the Judicial College of Victoria for the financial year 2012–2013 and comparisons with the preceding four financial years.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Five-year financial summary</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grant from Department of Justice</td>
<td>2,259,323</td>
<td>2,155,500</td>
<td>1,945,345</td>
<td>1,982,336</td>
<td>2,610,600</td>
</tr>
<tr>
<td>Other grants</td>
<td>–</td>
<td>280,000</td>
<td>150,000</td>
<td>515,500</td>
<td>103,500</td>
</tr>
<tr>
<td><strong>Total income</strong></td>
<td>2,259,323</td>
<td>2,435,500</td>
<td>2,095,345</td>
<td>2,497,836</td>
<td>2,714,100</td>
</tr>
<tr>
<td>Expenses</td>
<td>2,225,093</td>
<td>2,222,881</td>
<td>2,243,823</td>
<td>2,180,526</td>
<td>2,782,431</td>
</tr>
<tr>
<td>Other economic flows</td>
<td>4,009</td>
<td>(11,986)</td>
<td>(429)</td>
<td>(246)</td>
<td>(5,561)</td>
</tr>
<tr>
<td><strong>Net result for the period</strong></td>
<td>38,238</td>
<td>200,633</td>
<td>(148,907)</td>
<td>317,064</td>
<td>(73,892)</td>
</tr>
<tr>
<td><strong>Net cash flow from operating activities</strong></td>
<td>(188,168)</td>
<td>8,376</td>
<td>7,841</td>
<td>6,702</td>
<td>5,212</td>
</tr>
<tr>
<td><strong>Total assets</strong></td>
<td>1,786,426</td>
<td>1,134,758</td>
<td>916,534</td>
<td>1,652,998</td>
<td>894,919</td>
</tr>
<tr>
<td><strong>Total liabilities</strong></td>
<td>628,747</td>
<td>366,836</td>
<td>349,245</td>
<td>336,802</td>
<td>495,787</td>
</tr>
</tbody>
</table>

Financial Report
For the financial year ended 30 June 2013
We certify that the attached financial statements for the Judicial College of Victoria has been prepared in accordance with Standing Direction 4.2 of the Financial Management Act 1994, applicable Financial Reporting Directions, Australian Accounting Standards, including interpretations, and other mandatory professional reporting requirements.

We further state that, in our opinion, the information set out in the comprehensive operating statement, balance sheet, statement of changes in equity, cash flow statement and notes forming part of the financial statements, presents fairly the financial transactions during the year ended 30 June 2013 and financial position of the College as at 30 June 2013.

We are not aware of any circumstances which would render any particulars included in the financial statements to be misleading or inaccurate.

We authorise the attached financial statements for issue on 2 September 2013.

Associate Professor Ms Lyn Slade
Chief Executive Officer Judicial College of Victoria
Melbourne 2 September 2013

Mr Tony Matthews
Chief Finance and Accounting Officer Judicial College of Victoria
Melbourne 2 September 2013
Auditor-General’s report

Comprehensive operating statement

For the financial year ended 30 June 2013

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income from transactions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grants</td>
<td>2 2,259,323</td>
<td>2,435,500</td>
</tr>
<tr>
<td>Total income from transactions</td>
<td>2,259,323</td>
<td>2,435,500</td>
</tr>
<tr>
<td>Expenses from transactions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee expenses</td>
<td>3(\text{nd})</td>
<td>1,504,506</td>
</tr>
<tr>
<td>Depreciation</td>
<td>3(\text{rd})</td>
<td>11,022</td>
</tr>
<tr>
<td>Interest expense</td>
<td>3(\text{rd})</td>
<td>1,624</td>
</tr>
<tr>
<td>Supplies and services</td>
<td>3(\text{rd})</td>
<td>707,941</td>
</tr>
<tr>
<td>Total expenses from transactions</td>
<td>2,225,093</td>
<td>2,222,881</td>
</tr>
<tr>
<td>Net result from transactions</td>
<td>34,229</td>
<td>212,619</td>
</tr>
<tr>
<td>Other economic flows included in net result</td>
<td>4 4,009</td>
<td>(11,986)</td>
</tr>
<tr>
<td>Total other economic flows included in net result</td>
<td>4,009</td>
<td>(11,986)</td>
</tr>
<tr>
<td>Net result</td>
<td>38,238</td>
<td>200,633</td>
</tr>
<tr>
<td>Comprehensive result</td>
<td>38,238</td>
<td>200,633</td>
</tr>
</tbody>
</table>

The comprehensive operating statement should be read in conjunction with the notes to the financial statements included on pages 51–77.

Independent Auditor’s Report (continued)

Independence
The Auditor-General’s independence is established by the Constitution Act 1975. The Auditor-General is not subject to direction by any person about the way in which his powers and responsibilities are to be exercised. In conducting the audit, the Auditor-General, his staff and delegates complied with all applicable independence requirements of the Australian accounting profession.

Opinion
In my opinion, the financial report presents fairly, in all material respects, the financial position of the Judicial College of Victoria as at 30 June 2013 and of its financial performance and its cash flows for the year then ended in accordance with applicable Australian Accounting Standards, and the financial reporting requirements of the Financial Management Act 1994.

Matters Relating to the Electronic Publication of the Audited Financial Report
This auditor’s report relates to the financial report of the Judicial College of Victoria for the year ended 30 June 2013 included both in the Judicial College of Victoria’s annual report and on the website. The Board Members of the Judicial College of Victoria are responsible for the integrity of the Judicial College of Victoria’s website. I have not been engaged to report on the integrity of the Judicial College of Victoria’s website. The auditor’s report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to from these statements. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in the website version of the financial report.

MELBOURNE
12 September 2013

John Doyle
Auditor-General

Auditing in the Public Interest
## Balance sheet

**As at 30 June 2013**

<table>
<thead>
<tr>
<th>Assets</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and deposits</td>
<td>$200</td>
<td>$200</td>
</tr>
<tr>
<td>Receivables</td>
<td>1,405,031</td>
<td>1,086,786</td>
</tr>
<tr>
<td><strong>Total financial assets</strong></td>
<td><strong>1,405,231</strong></td>
<td><strong>1,086,886</strong></td>
</tr>
<tr>
<td>Non-financial assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plant and equipment</td>
<td>381,195</td>
<td>20,489</td>
</tr>
<tr>
<td>Other non-financial assets</td>
<td>-</td>
<td>27,283</td>
</tr>
<tr>
<td><strong>Total non-financial assets</strong></td>
<td><strong>381,195</strong></td>
<td><strong>47,772</strong></td>
</tr>
<tr>
<td><strong>Total assets</strong></td>
<td><strong>1,786,426</strong></td>
<td><strong>1,134,758</strong></td>
</tr>
<tr>
<td>Liabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payables</td>
<td>350,111</td>
<td>45,501</td>
</tr>
<tr>
<td>Borrowings</td>
<td>23,167</td>
<td>13,790</td>
</tr>
<tr>
<td>Provisions</td>
<td>255,469</td>
<td>307,545</td>
</tr>
<tr>
<td><strong>Total liabilities</strong></td>
<td><strong>828,747</strong></td>
<td><strong>366,836</strong></td>
</tr>
<tr>
<td><strong>Net assets</strong></td>
<td><strong>1,157,679</strong></td>
<td><strong>767,922</strong></td>
</tr>
</tbody>
</table>

## Statement of changes in equity

**For the financial year ended 30 June 2013**

<table>
<thead>
<tr>
<th></th>
<th>Accumulated Surplus</th>
<th>Contributed Capital</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance at 1 July 2011</td>
<td>523,320</td>
<td>43,969</td>
<td>567,289</td>
</tr>
<tr>
<td>Net result for year</td>
<td>200,833</td>
<td>-</td>
<td>200,833</td>
</tr>
<tr>
<td>Balance at 30 June 2012</td>
<td>723,953</td>
<td>43,969</td>
<td>767,922</td>
</tr>
<tr>
<td>Net result for year</td>
<td>38,238</td>
<td>-</td>
<td>38,238</td>
</tr>
<tr>
<td>Capital appropriations</td>
<td>-</td>
<td>351,519</td>
<td>351,519</td>
</tr>
<tr>
<td>Balance at 30 June 2013</td>
<td>762,191</td>
<td>395,488</td>
<td>1,157,679</td>
</tr>
</tbody>
</table>

*The balance sheet should be read in conjunction with the notes to the financial statements included on pages 51–77.*

*The statement of changes in equity should be read in conjunction with the notes to the financial statements included on pages 51–77.*
### Cash flow statement

**For the financial year ended 30 June 2013**

<table>
<thead>
<tr>
<th>Notes</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Cash flows from operating activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receipts from the Department of Justice</td>
<td>1,941,078</td>
<td>1,946,387</td>
</tr>
<tr>
<td>Other receipts</td>
<td>-</td>
<td>280,000</td>
</tr>
<tr>
<td><strong>Total receipts</strong></td>
<td>1,941,078</td>
<td>2,226,387</td>
</tr>
<tr>
<td><strong>Payments</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payments to suppliers and employees</td>
<td>(2,127,622)</td>
<td>(2,216,707)</td>
</tr>
<tr>
<td>Interest and other costs of finance paid</td>
<td>(1,624)</td>
<td>(1,304)</td>
</tr>
<tr>
<td><strong>Total payments</strong></td>
<td>(2,129,246)</td>
<td>(2,218,011)</td>
</tr>
<tr>
<td><strong>Net cash flows from/(used in) operating activities</strong></td>
<td>(188,168)</td>
<td>(8,376)</td>
</tr>
<tr>
<td><strong>Cash flows from investing activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchases of non-financial assets</td>
<td>(146,498)</td>
<td>-</td>
</tr>
<tr>
<td><strong>Net cash flows from/(used in) investing activities</strong></td>
<td>(146,498)</td>
<td>-</td>
</tr>
<tr>
<td><strong>Cash flows from financing activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Owner contribution by Government</td>
<td>351,519</td>
<td>-</td>
</tr>
<tr>
<td>Repayment of finance leases</td>
<td>(17,853)</td>
<td>(8,376)</td>
</tr>
<tr>
<td><strong>Net cash flows from/(used in) financing activities</strong></td>
<td>333,666</td>
<td>(8,376)</td>
</tr>
<tr>
<td><strong>Net increase/(decrease) in cash and cash equivalents</strong></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Cash and cash equivalents at the beginning of the financial year</td>
<td>200</td>
<td>200</td>
</tr>
<tr>
<td><strong>Cash and cash equivalents at the end of the financial year</strong></td>
<td>200</td>
<td>200</td>
</tr>
</tbody>
</table>

The above cash flow statement should be read in conjunction with the notes to the financial statements included on pages 51–77.

### Notes to the financial statements

**For the financial year ended 30 June 2013**

- **Note 1** Summary of significant accounting policies 52
- **Note 2** Income from transactions 63
- **Note 3** Expenses from transactions 63
- **Note 4** Other economic flows included in net result 64
- **Note 5** Receivables 64
- **Note 6** Plant and equipment 65
- **Note 7** Other non-financial assets 66
- **Note 8** Payables 66
- **Note 9** Borrowings 66
- **Note 10** Provisions 67
- **Note 11** Superannuation 68
- **Note 12** Leases 69
- **Note 13** Commitments for expenditure 69
- **Note 14** Contingent assets and contingent liabilities 69
- **Note 15** Financial instruments 70
- **Note 16** Cash flow information 73
- **Note 17** Responsible persons 74
- **Note 18** Remuneration of auditors 75
- **Note 19** Subsequent events 75
- **Note 20** Glossary of terms and style conventions 76
Notes to the financial statements

For the financial year ended 30 June 2013

Note 1
Summary of significant accounting policies

These annual financial statements represent the audited general purpose financial statements for the Judicial College of Victoria (JCV) for the period ending 30 June 2013. The purpose of the report is to provide users with information about JCV’s stewardship of resources entrusted to it.

(A) Statement of compliance

These general purpose financial statements have been prepared in accordance with the Financial Management Act 1994 (FMA) and applicable Australian Accounting Standards (AAS) which include Interpretations, issued by the Australian Accounting Standards Board (AASB). In particular, they are presented in a manner consistent with the requirements of the AASB 1049 Whole of Government and General Government Sector Financial Reporting.

Where appropriate, those AAS’s paragraphs applicable to not-for-profit entities have been applied. Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported.

To gain a better understanding of the terminology used in this report, a glossary of terms and style conventions can be found in Note 20.

These annual financial statements were authorised for issue by the Accountable Officer of the JCV on 2 September 2013.

(B) Basis of accounting preparation and measurement

The accrual basis of accounting has been applied in the preparation of these financial statements whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on professional judgements derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision.

Judgements and assumptions made by management in the application of AASs that have significant effects on the financial statements and estimates relate to:

– the fair value of plant and equipment (refer to Note 1(J))
– superannuation expense (refer to Note 1(F))

These financial statements are presented in Australian dollars, and prepared in accordance with the historical cost convention except for:

– non-financial physical assets which, subsequent to acquisition, are measured at a revalued amount being their fair value at the date of the revaluation less any subsequent accumulated depreciation and subsequent impairment losses. Revaluations are made with sufficient regularity to ensure that the carrying amounts do not materially differ from their fair value.

(C) Reporting entity

The financial statements cover the JCV as an individual reporting entity.

The JCV was created by the Judicial College of Victoria Act 2001 (Act No.20/2001) which was assented on 29 May 2001 and came into operation on 1 February 2002. The College commenced operation in November 2002. The purpose of the JCV is to provide the functions of assisting the professional development of judicial officers and providing continuing education and training for judicial officers.

Its principal address is:

Judicial College of Victoria
William Cooper Justice Centre
7/223 William Street
MELBOURNE VIC 3000

The financial statements include all the controlled activities of the JCV.

A description of the nature of the JCV’s operations and its principal activities is included in About Us on pages 6–7 which does not form part of these financial statements.

Objectives and funding

The JCV’s objectives are to assist professional development and continuing education of Victorian judicial officers by:

– developing and conducting judicial education programs;
– producing relevant publications;
– providing (on a fee for service basis) professional development services, or continuing judicial education and training services, to others who are not covered by the Act;
– liaising with persons and organisations in connection with the performance of its functions.

The JCV is funded for the provision of outputs consistent with its statutory function. Funds are accrual-based grants derived from monies appropriated annually by Parliament through the Department of Justice.

(D) Scope and presentation of financial statements

Comprehensive operating statement

Income and expenses in the comprehensive operating statement are classified according to whether or not they arise from ‘transactions’ or ‘other economic flows’. This classification is consistent with the whole of government reporting format and is allowed under AASB 101 Presentation of Financial Statements.


‘Transactions’ are those economic flows that are considered to arise as a result of policy decisions, usually interactions between two entities by mutual agreement. Transactions also include flows in an entity, such as depreciation where the owner is simultaneously acting as the owner of the depreciable asset and as the consumer of the service provided by the asset. Taxation is regarded as mutually agreed interactions between Government and taxpayers. Transactions can be in kind (e.g. assets provided/given free of charge or for nominal consideration) or where the final consideration is in cash.

‘Other economic flows’ are changes in the volume or changes arising from market revaluations. They include:

– gains and losses from disposals.

The net result is equivalent to profit or loss derived in accordance with AASs.
Balance sheet
Assets and liabilities are presented in liquidity order with assets aggregated into financial assets and non-financial assets.
Current and non-current assets and liabilities (non-current being those assets or liabilities expected to be recovered or settled more than 12 months after the reporting period) are disclosed in the notes, where relevant.
Cash flow statement
Cash flows are classified according to whether or not they arise from operating, investing or financing activities. This classification is consistent with requirements under AASB 107 Statement of cash flows.
Statement of changes in equity
The statement of changes in equity presents reconciliations of non-owner and owner changes in equity from opening balance at the beginning of the reporting period to the closing balance at the end of the reporting period. It also shows separately changes due to amounts recognised in the 'Comprehensive result' and amounts recognised in 'Other economic flows – other movements in equity' related to 'Transactions with owner in its capacity as owner'.
Rounding
Amounts in the financial statements have been rounded to the nearest dollar, unless otherwise stated. Figures in the financial statements may not equate due to rounding. Please refer to the end of Note 20 for a style convention for explanation of minor discrepancies resulting from rounding.

(E) Income from transactions
Income is recognised to the extent that it is probable that the economic benefits will flow to the entity and the income can be reliably measured at fair value.
Where applicable, amounts disclosed as income are net of returns, allowances, duties and taxes.
Income is recognised for the JCV’s major activities as follows:
Grants from the Department of Justice
Government grants are recognised on a monthly basis as JCV provides services to assist professional development and continuing education of Victorian judicial officers.
Fair Value of Services Provided by the Department of Justice
The Department of Justice (DOJ) has been centrally funded for services it provides to JCV. These services are not recognised in the financial statements of JCV as their fair values cannot be reliably determined. The services that are utilised include the use of the Department’s office accommodation, financial systems, payroll systems, accounts payable, asset register and IT network.
Other income
The JCV has been provided with access to trust funds in relation to special projects. Income is recognised when it is received or becomes receivable. Inconsistencies between the timing of receipt of such funds and expenditure on the projects to which they relate may have a material impact on the result for the period.

(F) Expenses from transactions
Expenses from transactions are recognised as they are incurred, and reported in the financial year to which they relate.
Employee expenses
Refer to the section in Note 1(K) regarding employee benefits.
These expenses include all costs related to employment (other than superannuation which is accounted for separately) including wages and salaries, fringe benefits tax, leave entitlements, redundancy payments, and WorkCover premiums.
Superannuation
The amount recognised in the comprehensive operating statement is the employer contributions for members of both defined benefit and defined contribution superannuation plans that are paid or payable during the reporting period.
The Department of Treasury and Finance (DTF) in their Annual Financial Statements, disclose on behalf of the State as the sponsoring employer, the net defined benefit cost related to the members of these plans as an administered liability. Refer to DTF’s Annual Financial Statements for more detailed disclosures in relation to these plans.
Depreciation
All plant, equipment and motor vehicles that have finite useful lives are depreciated. Depreciation is generally calculated on a straight line basis, at rates that allocate the asset’s value, less any estimated residual value, over its estimated useful life. Refer to Note 1(J) for depreciation policy for leasehold improvements.
The estimated useful lives, residual values and depreciation method are reviewed at the end of the financial period, and adjustments made where appropriate.
The following are typical estimated useful lives for the different asset classes for both current and prior years:

<table>
<thead>
<tr>
<th>Asset</th>
<th>Useful life</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leasehold Improvements</td>
<td>10 years</td>
</tr>
<tr>
<td>Plant and Equipment</td>
<td>2–15 years</td>
</tr>
<tr>
<td>Motor vehicles - leased</td>
<td>31 month lease</td>
</tr>
</tbody>
</table>

Interest expense
Interest expense is recognised in the period in which it is incurred. Refer to Glossary of terms and style conventions in Note 29 for an explanation of interest expense items.

Other operating expenses
Other operating expenses generally represent the day-to-day running costs incurred in normal operations and include:
Supplies and services
Supplies and services costs which are recognised as an expense in the reporting period in which they are incurred.

(G) Other economic flows included in the net result
Other economic flows measure the change in volume or value of assets or liabilities that do not result from transactions.

Net gain/(loss) on non-financial assets
Net gain/(loss) on non-financial assets and liabilities include realised and unrealised gains and losses as follows:
Disposal of non-financial assets
Any gain or loss on the disposal of non-financial assets is recognised at the date of disposal and is determined after deducting from the proceeds the carrying value of the asset at that time.
Impairment of non-financial assets
Non-financial assets with indefinite lives are tested annually for impairment (as described below) and whenever there is an indication that the asset may be impaired.
Notes to the financial statements
For the financial year ended 30 June 2013

If there is an indication of impairment, the assets concerned are tested as to whether their carrying value exceeds their recoverable amount. Where an asset’s carrying value exceeds its recoverable amount, the difference is written off as an other economic flow, except to the extent that the write-down can be debited to an asset revaluation surplus amount applicable to that class of asset.

If there is an indication that there has been a change in the estimate of an asset’s recoverable amount since the last impairment loss was recognised, the carrying amount shall be increased to its recoverable amount. This reversal of the impairment loss occurs only to the extent that the asset’s carrying amount does not exceed the carrying amount that would have been determined, net of depreciation or amortisation, if no impairment loss had been recognised in prior years.

Refer to Note 1(J) in relation to the recognition and measurement of non-financial assets.

Other gains/(losses) from other economic flows

Other gains/(losses) from other economic flows include the gains and losses from:

- the revaluation of the present value of the long service leave liability due to changes in the bond interest rates.

(H) Financial instruments

Financial instruments arise out of contractual agreements that give rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Due to the nature of the JCV’s activities, certain financial assets and financial liabilities arise from statute rather than a contract. Such financial assets and financial liabilities do not meet the definition of financial instruments in AASB 132 Financial Instruments: Presentation. For example, statutory payables arising from taxes do not meet the definition of financial instruments as they do not arise under contract.

Where relevant, for note disclosure purposes, a distinction is made between those financial assets and financial liabilities that meet the definition of financial instruments in accordance with AASB 132 and those that do not. The following refers to financial instruments unless otherwise stated.

Categories of non-derivative financial instruments

Loans and receivables

Loans and receivables are financial instrument assets with fixed and determinable payments that are not quoted on an active market. These assets are initially recognised at fair value plus any directly attributable transaction costs. Subsequent to initial measurement, loans and receivables are measured at amortised cost using the effective interest method, less any impairment.

Loans and receivables category includes cash and deposits (refer to Note 1(I)), trade receivables and other receivables, but not statutory receivables.

Financial liabilities at amortised cost

Financial instrument liabilities are initially recognised on the date they are originated. They are initially measured at fair value plus any directly attributable transaction costs. Subsequent to initial recognition, these financial instruments are measured at amortised cost with any difference between the initial recognised amount and the redemption value being recognised in profit and loss over the period of the interest-bearing liability, using the effective interest rate method (refer to Note 20).

Financial instrument liabilities measured at amortised cost include all of the JCV’s contractual payables and interest-bearing arrangements other than those designated at fair value through the profit and loss.

Notes to the financial statements
For the financial year ended 30 June 2013

(I) Financial assets

Cash and deposits

Cash and deposits, including cash equivalents, comprise cash on hand.

Receivables

Receivables consist of:
- statutory receivables, such as amounts owing from the Department of Justice.

Contractual receivables are classified as financial instruments and categorised as loans and receivables (refer to Note 1(H) Financial Instruments: for recognition and measurement).

Statutory receivables, are recognised and measured similarly to contractual receivables (except for impairment), but are not financial instruments because they do not arise from a contract.

Receivables are subject to impairment testing as described below. A provision for doubtful receivables is recognised when there is objective evidence that the debts may not be collected, and bad debts are written off when identified.

For measurement principle of receivables, refer to Note 1(H).

Impairment of financial assets

At the end of each reporting period, JCV assesses whether there is objective evidence that a financial asset or group of financial assets is impaired. All financial instrument assets, except those measured at fair value through profit and loss, are subject to annual review for impairment.

In assessing impairment of statutory (non-contractual) financial assets, which are not financial instruments, professional judgement is applied in assessing materiality using estimates, averages, and other computational methods in accordance with AASB 136 Impairment of Assets.

(J) Non-financial assets

Plant and equipment

All non-financial physical assets, are measured initially at cost and subsequently revalued at fair value less accumulated depreciation and impairment.

The initial cost for non-financial physical assets under a finance lease (refer to Note 1(L)) is measured at amounts equal to the fair value of the leased asset or, if lower, the present value of the minimum lease payments, each determined at the inception of the lease.

The fair value of plant, equipment and vehicles, is normally determined by reference to the asset’s depreciated replacement cost. For plant, equipment and vehicles, existing depreciated historical cost is generally a reasonable proxy for depreciated replacement cost because of the short lives of the assets concerned.

The cost of constructed non-financial physical assets includes the cost of all materials used in construction, direct labour on the project, and an appropriate proportion of variable and fixed overheads.

For the accounting policy on impairment of non-financial physical assets, refer to impairment of non-financial assets under Note 1(G) Impairment of non-financial assets.

Leasehold improvements

The cost of leasehold improvements is capitalised as an asset and depreciated over the shorter of the remaining term of the lease or the estimated useful life of the improvements.

Other non-financial assets

Prepayments

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.
(K) Liabilities

Payables
Payables consist of:
- contractual payables, such as accounts payable and other sundry liabilities. Accounts payable represent liabilities for goods and services provided to the JCV prior to the end of the financial year that are unpaid, and arise when the JCV becomes obliged to make future payments in respect of the purchase of those goods and services; and
- statutory payables, such as goods and services tax and fringe benefits tax payables.
Contractual payables are classified as financial instruments and categorised as financial liabilities at amortised cost (refer to Note 1(H)). Statutory payables are recognised and measured similarly to contractual payables, but are not classified as financial instruments and not included in the category of financial liabilities at amortised cost, because they do not arise from a contract.

Borrowings
All interest bearing liabilities are initially recognised at fair value of the consideration received, less directly attributable transaction costs (refer also to Note 1(L) Leases). The measurement basis subsequent to initial recognition depends on whether JCV has categorised its interest bearing liabilities as either financial liabilities designated at fair value through profit or loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

Provisions
Provisions are recognised when the JCV has a present obligation, the future sacrifice of economic benefits is probable, and the amount of the provision can be measured reliably.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at reporting date, taking into account the risks and uncertainties surrounding the obligation. Where a provision is measured using the cash flows estimated to settle the present obligation, its carrying amount is the present value of those cash flows, using discount rate that reflects the time value of money and risks specific to the provision.

Employee benefits
Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave for services rendered to the reporting date.

(i) Wages and salaries and annual leave
Liabilities for wages and salaries and annual leave are recognised in the provision for employee benefits classified as current liabilities. Those liabilities which are expected to be settled within 12 months of the reporting period, are measured at their nominal values. Those liabilities that are not expected to be settled within 12 months are also recognised in the provision for employee benefits as current liabilities, but are measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

(ii) Long service leave
Liability for long service leave (LSL) is recognised in the provision for employee benefits.
Unconditional LSL is disclosed in the notes to the financial statements as a current liability even where the JCV does not expect to settle the liability within 12 months because it will not have the unconditional right to defer the settlement of the entitlement should an employee take leave within 12 months.

The components of this current LSL liability are measured at:
- nominal value - component that the JCV expects to settle within 12 months; and
- present value - component that the JCV does not expect to settle within 12 months.

Conditional LSL is disclosed as a non-current liability. There is an unconditional right to defer the settlement of the entitlement until the employee has completed the requisite years of service. This non-current liability is measured at present value.

Any gain or loss following revaluation of the present value of non-current LSL liability is recognised as a transaction, except to the extent that a gain or loss arises due to changes in bond interest rates for which it is then recognised as an other economic flow (refer to Note 1(G)).

(iii) Termination benefits
Termination benefits are payable when employment is terminated before the normal retirement age, or when an employee accepts voluntary redundancy in exchange for these benefits. JCV recognises termination benefits when it is demonstrably committed to either terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal or providing benefits as a result of an offer made to encourage voluntary redundancy. Benefits falling due more than 12 months after the end of the reporting period are discounted to present value.

(iv) Employee benefits on-costs
Employee benefits on-costs such as payroll tax, workers compensation and superannuation are recognised separately from the provision for employee benefits.

(L) Leases
A lease is a right to use an asset for an agreed period of time in exchange for payment.

Leases are classified at their inception as either operating or finance leases based on the economic substance of the agreement so as to reflect the risks and rewards incidental to ownership. Leases of plant and equipment are classified as finance infrastructure leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership from lessor to lessee. All other leases are classified as operating leases.

Finance leases
JCV as lessee
At the commencement of the lease term, finance leases are initially recognised as assets and liabilities at amounts equal to the fair value of the leased property or, if lower, the present value of the minimum lease payment, each determined at the inception of the lease. The lease asset is accounted for as a non-financial physical asset and depreciated over the shorter of the estimated useful life of the asset or the term of the lease.

Minimum finance lease payments are apportioned between the reduction of the outstanding lease liability, and periodic finance expense which is calculated using the interest rate implicit in the lease and charged directly to the comprehensive operating statement. Contingent rentals associated with finance leases are recognised as an expense in the period in which they are incurred.
Notes to the financial statements
For the financial year ended 30 June 2013

(M) Equity
Contribution by owners
Additions to net assets which have been designated as contributions by owners are recognised as contributed capital. Other transfers that are in the nature of contributions or distributions have also been designated as contribution by owners.

Transfers of net assets arising from administrative restructurings are treated as distributions to or contributions by owners.

(N) Commitments
Commitments for future expenditure include operating and capital commitments arising from contracts. These commitments are disclosed by way of a note (refer to Note 13 Commitments for expenditure) at their nominal value and exclusive of the goods and services tax (GST) payable. In addition, where it is considered appropriate and provides additional relevant information to users, the net present values of significant individual projects are stated. These future expenditures cease to be disclosed as commitments once the related liabilities are recognised in the balance sheet.

(O) Contingent assets and contingent liabilities
Contingent assets and contingent liabilities are not recognised in the balance sheet, but are disclosed by way of a note (refer to Note 14 Contingent assets and contingent liabilities) and, if quantifiable, are measured at nominal value. Contingent assets and contingent liabilities are presented exclusive of GST receivable or payable respectively.

(P) Accounting for the goods and services tax (GST)
Income, expenses and assets are recognised net of the amount of associated GST, except where GST incurred is not recoverable from the taxation authority. In this case, the GST payable is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated exclusive of the amount of GST receivable or payable. The Department of Justice (DOJ) manages the GST transactions on behalf of the JCV and the net amount of GST recoverable from or payable to the Australian Taxation Office is recognised in the financial statements of DOJ.

(Q) Events after the reporting period
Assets, liabilities, income or expenses arise from past transactions or other past events. Where the transactions result from an agreement between the JCV and other parties, the transactions are only recognised when the agreement is irrevocable at or before the end of the reporting period.

Adjustments are made to amounts recognised in the financial statements for events which occur after the reporting period and before the date the financial statements are authorised for issue, where those events provide information about conditions which existed in the reporting period. Note disclosure is made about events between the end of the reporting period and the date the financial statements are authorised for issue where the events relate to conditions which arose after the end of the reporting period and which may have a material impact on the results of subsequent reporting years.

(R) AASs issued that are not yet effective
Certain new AASs have been published that are not mandatory for the 30 June 2013 reporting period. The DTF assesses the impact of these new standards and advises departments and other entities of their applicability and early adoption where applicable.

As at 30 June 2013, the following standards and interpretations that are applicable to the JCV had been issued but were not mandatory for financial year ending 30 June 2013. Standards and interpretations that are not applicable to the JCV have been omitted. The JCV has not early adopted these standards.

<table>
<thead>
<tr>
<th>Standard / Interpretation</th>
<th>Summary</th>
<th>Applicable for annual reporting periods beginning on</th>
<th>Impact on the JCV financial statements</th>
</tr>
</thead>
<tbody>
<tr>
<td>AASB 9 Financial Instruments</td>
<td>This Standard simplifies requirements for the classification and measurement of financial assets resulting from Phase 1 of the IASB’s project to replace IAS 39 Financial Instruments: Recognition and Measurement (AASB 139 Financial Instruments: Recognition and Measurement)</td>
<td>1-Jan-15</td>
<td>Subject to AASB’s further modifications to AASB 9, together with anticipated changes resulting from the staged projects on impairments and hedge accounting, details of impacts will be assessed</td>
</tr>
<tr>
<td>AASB 13 Fair Value Measurement</td>
<td>This Standard outlines the requirements for measuring the fair value of assets and liabilities and replaces the existing fair value definition and guidance in other Australian accounting standards. AASB 13 includes a ‘fair value hierarchy’ which ranks the valuation technique inputs into three levels using unadjusted quoted prices in active markets for identical assets or liabilities; other observable inputs; and unobservable inputs.</td>
<td>1-Jan-13</td>
<td>Disclosure for fair value measurements using unobservable inputs are relatively detailed compared to disclosure for fair value measurements using observable inputs. Consequently, the Standard may increase the disclosures required and assets measured using depreciated replacement cost</td>
</tr>
<tr>
<td>AASB 119 Employee Benefits</td>
<td>In this revised Standard for defined benefit superannuation plans, there is a change to the methodology in the calculation of superannuation expenses, in particular there is now a change in the split between superannuation interest expense (classified as transactions) and actuarial gains and losses (classified as ‘Other economic flows – other movements in equity’) reported on the comprehensive operating statement.</td>
<td>1-Jan-13</td>
<td>Not-for-profit entities are not permitted to apply this Standard prior to the mandatory application date. While the total superannuation expense is unchanged, the revised methodology is expected to have a negative impact on the net result from transactions on the few Victorian public sector entities that report superannuation defined benefit plans</td>
</tr>
<tr>
<td>AASB 1053 Application of Tiers of Australian Accounting Standards</td>
<td>This Standard establishes a differential financial reporting framework consisting of two tiers of reporting requirements for preparing general purpose financial statements.</td>
<td>1-Jul-13</td>
<td>The Victorian Government is currently considering the impacts of Reduced Disclosure Requirements (RDRs) for certain public sector entities, and has not decided if RDRs will be implemented in the Victorian public sector</td>
</tr>
</tbody>
</table>
In addition to the new standards above, the AASB has issued a list of amending standards that are not effective for the 2012–13 reporting period (as listed below). In general, these amending standards include editorial and references changes that are expected to have insignificant impacts on public sector reporting. The two AASB Interpretations in the list below are also not effective for the 2012–13 reporting period and considered to have insignificant impacts on public sector reporting.

<table>
<thead>
<tr>
<th>AASB 2009–11</th>
<th>Amendments to Australian Accounting Standards arising from AASB 9.</th>
</tr>
</thead>
<tbody>
<tr>
<td>AASB 2010–2</td>
<td>Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements.</td>
</tr>
<tr>
<td>AASB 2010–7</td>
<td>Amendments to Australian Accounting Standards arising from AASB 9 (December 2010).</td>
</tr>
<tr>
<td>AASB 2011–4</td>
<td>Amendments to Australian Accounting Standards to Remove Individual Key Management Personnel Disclosure Requirements.</td>
</tr>
<tr>
<td>AASB 2011–8</td>
<td>Amendments to Australian Accounting Standards arising from AASB 13.</td>
</tr>
<tr>
<td>AASB 2011–10</td>
<td>Amendments to Australian Accounting Standards arising from AASB 119 (September 2011).</td>
</tr>
<tr>
<td>AASB 2011–11</td>
<td>Amendments to AASB 119 (September 2011) arising from Reduced Disclosure Requirements.</td>
</tr>
<tr>
<td>2012–1</td>
<td>Amendments to Australian Accounting Standards – Fair Value Measurement – Reduced Disclosure Requirements.</td>
</tr>
<tr>
<td>2012–7</td>
<td>Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements.</td>
</tr>
<tr>
<td>2012–9</td>
<td>Amendment to AASB 1048 arising from the Withdrawal of Australian Interpretation 1039.</td>
</tr>
<tr>
<td>2012–10</td>
<td>Amendments to Australian Accounting Standards – Transition Guidance and Other Amendments.</td>
</tr>
<tr>
<td>2012–11</td>
<td>Amendments to Australian Accounting Standards – Reduced Disclosure Requirements and Other Amendments.</td>
</tr>
<tr>
<td>2013–1</td>
<td>Amendments to AASB 1049 – Relocation of Budgetary Reporting Requirements.</td>
</tr>
</tbody>
</table>

### Note 2
#### Income from transactions

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants and other income transfers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Department of Justice</td>
<td>2,259,323</td>
<td>2,155,500</td>
</tr>
<tr>
<td>Other grants</td>
<td></td>
<td>280,000</td>
</tr>
<tr>
<td>Total grants and other income transfers</td>
<td>2,259,323</td>
<td>2,435,500</td>
</tr>
</tbody>
</table>

#### Total income

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2,259,323</td>
<td>2,435,500</td>
</tr>
</tbody>
</table>

### Note 3
#### Expenses from transactions

<table>
<thead>
<tr>
<th>(a) Employee expenses</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Post-employment benefits</td>
<td>96,375</td>
<td>92,440</td>
</tr>
<tr>
<td>Defined contribution superannuation expense</td>
<td>9,592</td>
<td>17,590</td>
</tr>
<tr>
<td>Defined benefit superannuation expense</td>
<td>79,023</td>
<td>-</td>
</tr>
<tr>
<td>Termination benefits</td>
<td>1,239,425</td>
<td>1,240,874</td>
</tr>
<tr>
<td>Salaries, wages and long service leave</td>
<td>80,091</td>
<td>85,384</td>
</tr>
<tr>
<td>Other on-costs (fringe benefits tax, payroll tax and workcover levy)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total employee expenses</td>
<td>1,504,506</td>
<td>1,436,088</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>(b) Depreciation</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Leasehold Improvements</td>
<td>2,197</td>
<td>-</td>
</tr>
<tr>
<td>Plant and equipment</td>
<td>3,324</td>
<td>3,324</td>
</tr>
<tr>
<td>Motor vehicles</td>
<td>5,501</td>
<td>7,872</td>
</tr>
<tr>
<td>Total depreciation</td>
<td>11,922</td>
<td>11,196</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>(c) Interest expense</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest on finance leases</td>
<td>1,539</td>
<td>1,216</td>
</tr>
<tr>
<td>Other interest expense</td>
<td>85</td>
<td>88</td>
</tr>
<tr>
<td>Total interest expense</td>
<td>1,624</td>
<td>1,304</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>(d) Other operating expenses</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Supplies and services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchase of supplies and consumables</td>
<td>105,557</td>
<td>149,722</td>
</tr>
<tr>
<td>Purchase of services</td>
<td>258,300</td>
<td>281,361</td>
</tr>
<tr>
<td>Maintenance</td>
<td>33,124</td>
<td>6,998</td>
</tr>
<tr>
<td>Judicial training</td>
<td>219,559</td>
<td>265,364</td>
</tr>
<tr>
<td>Other (rent and associated costs)</td>
<td>91,401</td>
<td>50,848</td>
</tr>
<tr>
<td>Total supplies and services</td>
<td>707,941</td>
<td>774,293</td>
</tr>
</tbody>
</table>
Notes to the financial statements
For the financial year ended 30 June 2013

Note 4
Other economic flows included in net result

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net gain/(loss) arising from revaluation of long service leave liability</td>
<td>4,009</td>
<td>(11,986)</td>
</tr>
<tr>
<td>Total other gains/(losses) from other economic flows</td>
<td>4,009</td>
<td>(11,986)</td>
</tr>
</tbody>
</table>

Note 5
Receivables

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current receivables</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Statutory</td>
<td>Amount owing from Victorian Government (i)</td>
<td>1,352,702</td>
<td>1,011,646</td>
</tr>
<tr>
<td>Total current receivables</td>
<td></td>
<td>1,352,702</td>
<td>1,011,646</td>
</tr>
<tr>
<td>Non-current receivables</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Statutory</td>
<td>Amount owing from Victorian Government (i)</td>
<td>52,329</td>
<td>75,140</td>
</tr>
<tr>
<td>Total non-current receivables</td>
<td></td>
<td>52,329</td>
<td>75,140</td>
</tr>
<tr>
<td>Total receivables</td>
<td></td>
<td>1,405,031</td>
<td>1,085,786</td>
</tr>
</tbody>
</table>

(i) The amounts recognised from the Department of Justice/Victorian Government represent funding for all commitments incurred through the appropriations and are drawn from the Consolidated Fund as the commitments fall due. (Appropriations are amounts owed by the Department of Justice/Victorian Government as legislated in the Appropriations Act. Due to the existence of legislative instrument, the appropriation receivable to an entity is statutory in nature, and hence not within the scope of the financial instruments standards.)

Notes to the financial statements
For the financial year ended 30 June 2013

Note 6
Plant and equipment

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Safety and Environment Purpose Group (i)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Table 6.1: Carrying amounts</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Leasehold improvements</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leasehold improvements at fair value</td>
<td>227,717</td>
<td>-</td>
</tr>
<tr>
<td>Plant and equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plant and equipment at fair value</td>
<td>130,557</td>
<td>6,647</td>
</tr>
<tr>
<td>Motor vehicle under finance lease</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motor vehicle under finance lease at fair value</td>
<td>22,921</td>
<td>13,842</td>
</tr>
<tr>
<td>Net carrying amount of plant and equipment</td>
<td>381,198</td>
<td>20,489</td>
</tr>
</tbody>
</table>

(i) Plant and equipment is classified primarily by the ‘purpose’ for which the assets are used, according to one of the six ‘Purpose Groups’ based upon Government Purpose Classification (GPC). All assets within a purpose group are further subcategorised according to the asset’s nature (i.e. buildings, plant and equipment, etc) with each subcategory being classified as a separate class of asset for financial reporting purposes.

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Table 6.2: Gross carrying amounts and accumulated depreciation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gross carrying amount</td>
<td>2013</td>
<td>2012</td>
</tr>
<tr>
<td>Accumulated depreciation</td>
<td>2013</td>
<td>2012</td>
</tr>
<tr>
<td>Net carrying amount</td>
<td>2013</td>
<td>2012</td>
</tr>
<tr>
<td>Leaseshold improvements at fair value</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leasehold improvements at fair value</td>
<td>227,717</td>
<td>-</td>
</tr>
<tr>
<td>Plant and equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plant and equipment at fair value</td>
<td>143,852</td>
<td>16,618</td>
</tr>
<tr>
<td>Motor vehicle under finance lease</td>
<td>27,230</td>
<td>4,309</td>
</tr>
<tr>
<td>Motor vehicle under finance lease at fair value</td>
<td>36,157</td>
<td>22,315</td>
</tr>
<tr>
<td>Net carrying amount</td>
<td>381,198</td>
<td>20,489</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Table 6.3: Public Safety and Environment Purpose Group - Movements in carrying amounts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leasehold improvements at fair value</td>
<td>2013</td>
<td>2012</td>
</tr>
<tr>
<td>Plant and equipment at fair value</td>
<td>2013</td>
<td>2012</td>
</tr>
<tr>
<td>Motor vehicle under finance lease at fair value</td>
<td>2013</td>
<td>2012</td>
</tr>
<tr>
<td>Total</td>
<td>2013</td>
<td>2012</td>
</tr>
<tr>
<td>Opening balance</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Additions</td>
<td>229,914</td>
<td>-</td>
</tr>
<tr>
<td>Depreciation</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Closing balance</td>
<td>227,717</td>
<td>-</td>
</tr>
</tbody>
</table>

Note 6.4: Aggregated depreciation recognised as an expense during the year

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leasehold improvement at fair value</td>
<td>2,197</td>
<td>-</td>
</tr>
<tr>
<td>Plant and equipment at fair value</td>
<td>3,324</td>
<td>3,324</td>
</tr>
<tr>
<td>Motor vehicle under finance lease at fair value</td>
<td>5,501</td>
<td>7,872</td>
</tr>
<tr>
<td>Total</td>
<td>11,922</td>
<td>11,196</td>
</tr>
</tbody>
</table>

(i) The useful lives of assets as stated in Policy Note 1 are used in the calculation of depreciation.
Notes to the financial statements
For the financial year ended 30 June 2013

Note 7
Other non-financial assets

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current other assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prepayments</td>
<td></td>
<td>27,283</td>
</tr>
<tr>
<td>Total current other assets</td>
<td>-</td>
<td>27,283</td>
</tr>
<tr>
<td>Total other assets</td>
<td>-</td>
<td>27,283</td>
</tr>
</tbody>
</table>

Note 8
Payables

Current payables

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contractual</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplies and services administrative</td>
<td>69,706</td>
<td>42,499</td>
</tr>
<tr>
<td>Supplies and services capital</td>
<td>199,000</td>
<td>-</td>
</tr>
<tr>
<td>Supplies and services Judicial training</td>
<td>75,663</td>
<td>-</td>
</tr>
<tr>
<td>Employee benefits</td>
<td>3,505</td>
<td>-</td>
</tr>
<tr>
<td>Total payables</td>
<td>347,874</td>
<td>42,499</td>
</tr>
</tbody>
</table>

Statutory

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxes payable</td>
<td>2,237</td>
<td>3,002</td>
</tr>
<tr>
<td>Total payables</td>
<td>350,111</td>
<td>45,501</td>
</tr>
</tbody>
</table>

(a) Maturity analysis of payables
Refer to table 15.2 in Note 15.
(b) Nature and extent of risk arising from payables
Refer to table 15.3 in Note 15.

Note 9
Borrowings

Current borrowings

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lease liabilities (i) (Note 12)</td>
<td>5,190</td>
<td>13,790</td>
</tr>
<tr>
<td>Total current borrowings</td>
<td>5,180</td>
<td>13,790</td>
</tr>
<tr>
<td>Non-current borrowings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lease liabilities (i) (Note 12)</td>
<td>17,987</td>
<td>-</td>
</tr>
<tr>
<td>Total non-current borrowings</td>
<td>17,987</td>
<td>-</td>
</tr>
<tr>
<td>Total borrowings</td>
<td>23,167</td>
<td>13,790</td>
</tr>
</tbody>
</table>

Note: (i) secured by assets leased. Finance leases are effectively secured as the rights to the leased assets revert to the lessor in the event of default.
(a) Maturity analysis of interest bearing liabilities
Refer to table 15.2 in Note 15.
(b) Nature and extent of risk arising from interest bearing liabilities
Refer to Note 15.

Note 10
Provisions

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current provisions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee benefits (i) (Note 10(a)) - annual leave</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unconditional and expected to be settled within 12 months (ii)</td>
<td>63,005</td>
<td>74,590</td>
</tr>
<tr>
<td>Unconditional and expected to be settled after 12 months (iii)</td>
<td>7,949</td>
<td>10,423</td>
</tr>
<tr>
<td>Employee benefits (i) (Note 10(a)) - long service leave</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unconditional and expected to be settled within 12 months (ii)</td>
<td>10,319</td>
<td>19,087</td>
</tr>
<tr>
<td>Unconditional and expected to be settled after 12 months (iii)</td>
<td>90,451</td>
<td>90,853</td>
</tr>
<tr>
<td>Total current provisions</td>
<td>171,724</td>
<td>194,793</td>
</tr>
<tr>
<td>Provisions related to employee benefit on-costs (Note 10(a))</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unconditional and expected to be settled within 12 months (ii)</td>
<td>16,245</td>
<td>5,676</td>
</tr>
<tr>
<td>Unconditional and expected to be settled after 12 months (iii)</td>
<td>15,171</td>
<td>31,973</td>
</tr>
<tr>
<td>Total non-current provisions</td>
<td>31,416</td>
<td>37,652</td>
</tr>
<tr>
<td>Total provisions</td>
<td>203,140</td>
<td>232,405</td>
</tr>
</tbody>
</table>

(a) Employee benefits and related on-costs (i)

Current employee benefits
Annual leave entitlements | 70,954| 85,013|
Long service leave entitlements | 100,770| 109,740|

Non-current employee benefits
Long service leave entitlements | 46,528| 65,218|

Total employee benefits | 217,282| 259,971|

Current on-costs | 31,416| 37,652|
Non-current on-costs | 6,801| 9,922|

Total on-costs | 38,217| 47,574|

Total employee benefits and related on-costs | 255,469| 307,545|

Note:
(i) Provisions for employee benefits consist of amounts for annual leave and long service leave accrued by employees, not including on-costs.
(ii) The amounts disclosed are nominal amounts.
(iii) The amounts disclosed are discounted to present values.
Notes to the financial statements
For the financial year ended 30 June 2013

(b) Movement in provisions

<table>
<thead>
<tr>
<th></th>
<th>On-costs</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2013</td>
<td>2013</td>
</tr>
<tr>
<td>Opening balance</td>
<td>47,574</td>
<td>47,574</td>
</tr>
<tr>
<td>Additional provisions recognised</td>
<td>26,988</td>
<td>26,988</td>
</tr>
<tr>
<td>Reduction arising from payments/other sacrifices of future economic benefits</td>
<td>(36,345)</td>
<td>(36,345)</td>
</tr>
<tr>
<td>Closing balance</td>
<td>38,217</td>
<td>38,217</td>
</tr>
<tr>
<td>Current</td>
<td>31,416</td>
<td>31,416</td>
</tr>
<tr>
<td>Non-current</td>
<td>6,801</td>
<td>6,801</td>
</tr>
<tr>
<td></td>
<td>38,217</td>
<td>38,217</td>
</tr>
</tbody>
</table>

Note 11
Superannuation

Employees of the JCV are entitled to receive superannuation benefits and the JCV contributes to both defined benefit and defined contribution plans. The defined benefit plan(s) provides benefits based on years of service and final average salary.

The JCV does not recognise any defined benefit liability in respect of the plan(s) because the entity has no legal or constructive obligation to pay future benefits relating to its employees; its only obligation is to pay superannuation contributions as they fall due. The Department of Treasury and Finance discloses the State’s defined benefit liabilities in its disclosure for administered items.

However, superannuation contributions paid and payable for the reporting period are included as part of employee benefits in the comprehensive operating statement of the JCV.

The name, details and amount expensed in relation to the major employee superannuation funds and contributions made by the JCV are as follows:

<table>
<thead>
<tr>
<th>Paid Contribution for the Year</th>
<th>Contribution Outstanding at Year End</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2013</td>
</tr>
<tr>
<td>Defined benefit plans: (i)</td>
<td></td>
</tr>
<tr>
<td>State Superannuation Fund - revised and new</td>
<td>9,592</td>
</tr>
<tr>
<td>Defined contribution plans:</td>
<td></td>
</tr>
<tr>
<td>VicSuper</td>
<td>62,393</td>
</tr>
<tr>
<td>Various other funds</td>
<td>38,952</td>
</tr>
<tr>
<td>Total</td>
<td>105,937</td>
</tr>
</tbody>
</table>

Note:
(i) The basis for determining the level of contributions is determined by the various actuaries of the defined benefits superannuation plans.

Note 12
Leases

Disclosure for lessees - finance leases

Leasing arrangements

Finance leases relate to motor vehicles with lease terms of 31 months. The JCV has options to purchase the motor vehicle for a nominal amount at the conclusion of the lease agreements.

<table>
<thead>
<tr>
<th>Minimum future lease payments</th>
<th>Present value of minimum future lease payments</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>2012</td>
</tr>
<tr>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Finance lease liabilities payable</td>
<td></td>
</tr>
<tr>
<td>Not longer than one year</td>
<td>6,556</td>
</tr>
<tr>
<td>Longer than one year but not longer than five years</td>
<td>18,790</td>
</tr>
<tr>
<td>Minimum future lease payments*</td>
<td>25,346</td>
</tr>
<tr>
<td>Less future finance charges</td>
<td>2,181</td>
</tr>
<tr>
<td>Present value of minimum lease payments</td>
<td>23,167</td>
</tr>
</tbody>
</table>

* Minimum future lease payments includes the aggregate of all lease payments and any guaranteed residual.

Disclosure for lessees - operating leases

There were no commitments for operating leases as at 30 June 2013 ($Nil - 2012).

Note 13
Commitments for expenditure

(a) Capital expenditure commitments

There were no commitments for capital expenditure as at 30 June 2013 ($Nil - 2012).

(b) Lease commitments

Finance lease and non-cancellable operating lease commitments are disclosed in Note 12.

Note 14
Contingent assets and contingent liabilities

At balance date there were no contingent assets or liabilities not provided for in the balance sheet as at 30 June 2013 ($Nil - 2012).
Note 15
Financial Instruments

(a) Financial risk management objectives and policies

The JCV’s principal financial instruments comprise:
- cash assets;
- payables (excluding statutory payables); and
- finance lease liabilities payable.

Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement, and the basis on which income and expenses are recognised, with respect to each class of financial asset, financial liability and equity instrument above are disclosed in Note 1 to the financial statements.

The main purpose in holding financial instruments is to prudentially manage the JCV’s financial risks within the government policy parameters.

The JCV’s main financial risks include credit risk and liquidity risk. The JCV manages these financial risks in accordance with its financial risk management policy.

The JCV uses different methods to measure and manage the different risks to which it is exposed. Primary responsibility for the identification and management of financial risks rests with the management team of the JCV.

The carrying amount of the JCV’s contractual financial assets and financial liabilities by category are in Table 15.1 below.

<table>
<thead>
<tr>
<th>Table 15.1: Categorisation of financial instruments</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012</td>
</tr>
<tr>
<td>------</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Cash and deposits</td>
</tr>
<tr>
<td>Total contractual financial assets ($)</td>
</tr>
<tr>
<td>Contractual financial liabilities</td>
</tr>
<tr>
<td>Payables</td>
</tr>
<tr>
<td>Supplies and services</td>
</tr>
<tr>
<td>Employee benefits</td>
</tr>
<tr>
<td>Total</td>
</tr>
<tr>
<td>Total contractual financial liabilities ($)</td>
</tr>
</tbody>
</table>

2012

Contractual financial assets

<table>
<thead>
<tr>
<th>Contractual financial assets</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and deposits</td>
<td>200</td>
</tr>
<tr>
<td>Total contractual financial assets ($)</td>
<td>200</td>
</tr>
</tbody>
</table>

Contractual financial liabilities

<table>
<thead>
<tr>
<th>Contractual financial liabilities</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payables</td>
<td></td>
</tr>
<tr>
<td>Supplies and services</td>
<td>42,499</td>
</tr>
<tr>
<td>Employee benefits</td>
<td>13,790</td>
</tr>
<tr>
<td>Total contractual financial liabilities ($)</td>
<td>56,289</td>
</tr>
</tbody>
</table>

(b) Credit risk

Credit risk arises from the contractual financial assets of the JCV, which comprise cash and deposits.

The JCV’s exposure to credit risk arises from the potential default of a counterparty on their contractual obligations resulting in financial loss to the JCV. Credit risk is measured at fair value and is monitored on a regular basis.

Credit risk associated with the JCV’s contractual financial assets is minimal because the only actual financial assets is cash on hand.

(c) Liquidity risk

Liquidity risk is the risk that the JCV would be unable to meet its financial obligations as and when they fall due. The JCV operates under the Government fair payments policy of settling financial obligations within 30 days and in the event of a dispute, makes payments within 30 days from the date of resolution.

The JCV’s maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed in the face of the balance sheet. The JCV manages its liquidity risk by careful maturity planning of its financial obligations based on forecasts of future cash flows.

The JCV’s exposure to liquidity risk is deemed insignificant based on prior periods’ data and current assessment of risk.

The following table discloses the contractual maturity analysis for the JCV’s contractual financial liabilities.

<table>
<thead>
<tr>
<th>Table 15.2: Maturity analysis of contractual financial liabilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012</td>
</tr>
<tr>
<td>------</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>2013</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>2012</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

Note: (1) The carrying amounts disclosed exclude statutory amounts (e.g. taxes payable).
(2) Maturity analysis is presented using the contractual undiscounted cash flows.
Notes to the financial statements
For the financial year ended 30 June 2013

Note 16
Cash flow information

<table>
<thead>
<tr>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

(a) Reconciliation of cash and cash equivalents
Total cash and deposits disclosed in the balance sheet

<table>
<thead>
<tr>
<th>200</th>
<th>200</th>
</tr>
</thead>
</table>

(b) Reconciliation of net result for the period
Net result for the period

<table>
<thead>
<tr>
<th>38,238</th>
<th>209,633</th>
</tr>
</thead>
</table>

Non-cash movements
Depreciation of non-current assets

<table>
<thead>
<tr>
<th>11,022</th>
<th>11,196</th>
</tr>
</thead>
</table>

Movements in assets and liabilities
Increase/(decrease) in receivables

<table>
<thead>
<tr>
<th>-318,245</th>
<th>-209,113</th>
</tr>
</thead>
</table>

Increase/(decrease) in other non-financial assets

<table>
<thead>
<tr>
<th>27,283</th>
<th>23,307</th>
</tr>
</thead>
</table>

Increase/(decrease) in payables

<table>
<thead>
<tr>
<th>105,610</th>
<th>9,147</th>
</tr>
</thead>
</table>

Increase/(decrease) in provisions

<table>
<thead>
<tr>
<th>-52,076</th>
<th>15,823</th>
</tr>
</thead>
</table>

Net cash flows from (used in) operating activities

<table>
<thead>
<tr>
<th>139,168</th>
<th>8,376</th>
</tr>
</thead>
</table>

Note: (i) The carrying amounts disclosed here exclude statutory amounts (e.g. amounts owing from Department of Justice/ Victorian Government and taxes payable).

(e) Foreign currency risk
The JCV has no exposure to foreign currency risk.

(f) Fair value
The JCV considers the carrying amount of financial assets and liabilities recorded in the financial statements to be a fair approximation of their fair values because of the short term nature of the financial instruments and the expectation that they will be paid in full.
Notes to the financial statements
For the financial year ended 30 June 2013

Note 17
Responsible persons

In accordance with the Ministerial Directions issued by the Minister for Finance under the Financial Management Act 1994, the following disclosures are made regarding responsible persons for the reporting period:

The persons who held the positions of ministers and Chief Executive Officer of the JCV are as follows:

Attorney-General  The Honourable Robert Clark, MP  1 July 2012 to 30 June 2013
Acting Attorney-General  The Honourable Gordon Rich-Phillips, MLC  29 June 2013 to 30 June 2013
Secretary to the Department of Justice  Ms Penny Armitage  1 July 2012 to 20 July 2012
Dr Claire Noonan (Acting)  21 July 2012 to 14 April 2013
Ms Gail Moody (Acting)  21 February 2013 to 25 February 2013
Mr Greg Wilson  15 April 2013 to 30 June 2013

Judicial College of Victoria
The persons who were Responsible Persons of the JCV for the reporting period are as follows:

Chief Executive Officer  Ms Lyn Slade  1 July 2012 to 30 June 2013
Acting Chief Executive Officer  Ms Samantha Burchell  5 September 2012 to 28 September 2012
  14 June 2013 to 30 June 2013
Chairperson  The Honourable Chief Justice Marilyn Warren AC  1 July 2012 to 30 June 2013
Other Board Members  The Honourable Justice Gregory Garde AO RFD  1 July 2012 to 30 June 2013
His Honour Chief Judge Michael Rozenes AO  1 July 2012 to 30 June 2013
His Honour Chief Magistrate Ian Gray  1 July 2012 to 28 November 2012
His Honour Chief Magistrate Peter Lauritsen  29 November 2012 to 30 June 2013
Associate Professor Pamela O’Connor  1 July 2012 to 30 June 2013
Adjunct Professor Susan Long  1 July 2012 to 30 June 2013

Remuneration

Ministers and the Department
Amounts relating to Ministers are reported in the financial statements of the Department of Premier and Cabinet.

Remuneration received or receivable by the Secretary in connection with the management of the Department during the period is reported by the Department of Justice.

Judicial College of Victoria
Two Governor-in-Council appointees receive sitting fees for their role on the JCV Board. No remuneration is payable to members who are Heads of each Victorian jurisdiction. Remuneration received or receivable by Board Members in connection with their duties on the Board was as in the range:

<table>
<thead>
<tr>
<th>Range</th>
<th>2012</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0 - $9,999</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Total numbers</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Total remuneration</td>
<td>2,570</td>
<td>2,570</td>
</tr>
</tbody>
</table>

Remuneration received or receivable by the Accountable Officer (Chief Executive Officer) in connection with the management of the JCV during the period was as in the range:

<table>
<thead>
<tr>
<th>Range</th>
<th>2012</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>$170,000 - $179,999</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>$180,000 - $189,999</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>$190,000 - $199,999</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Total numbers</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

There are no executive officers other than the above.

Related party transactions
A number of the Board Members are employed by the Department of Justice. During the financial year, the JCV and the Department conducted business transactions at arms length and at normal commercial terms.

Other transactions
Other related transactions and loans requiring disclosure under the Directions of the Minister for Finance have been considered and there are no matters to report.

Note 18
Remuneration of auditors

Victorian Auditor-General’s Office
Audit of the financial statements  13,380  13,000

Note 19
Subsequent events

Other subsequent events
There were no significant events occurring after reporting date to be reported as at 30 June 2013.
Financial instrument
A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Financial assets or liabilities that are not contractual (such as statutory receivables or payables that arise as a result of statutory requirements imposed by governments) are not financial instruments.

Financial liability
A financial liability is any liability that is:
- (a) A contractual obligation:
  - (i) to deliver cash or another financial asset to another entity; or
  - (ii) to exchange financial assets or financial liabilities with another entity under conditions that are potentially unfavourable to the entity.

Financial statements
Depending on the context of the sentence where the term ‘financial statements’ is used, it may include only the main financial statements (i.e. comprehensive operating statement, balance sheet, cash flow statements, and statement of changes in equity); or it may also be used to replace the old term ‘financial report’ under the revised AASB 101 (Sept 2007), which means it may include the main financial statements and the notes.

Interest expense
Costs incurred in connection with the borrowing of funds. Interest expenses include interest on bank overdrafts and short term and long term borrowings, amortisation of discounts or premiums relating to borrowings, interest component of finance lease repayments, and the increase in financial liabilities and non-employee provisions due to the unwinding of discounts to reflect the passage of time.

Net result
Net result is a measure of financial performance of the operations for the period. It is the net result of items of income, gains and expenses (including losses) recognised for the period, excluding those that are classified as ‘other non-owner changes in equity’.

Net result from transactions/net operating balance
Net result from transactions or net operating balance is a key fiscal aggregate and is income from transactions minus expenses from transactions. It is a summary measure of the ongoing sustainability of operations. It excludes gains and losses resulting from changes in price levels and other changes in the volume of assets. It is the component of the change in net worth that is due to transactions and can be attributed directly to government policies.

Net worth
Assets less liabilities, which is an economic measure of wealth.

Non-financial assets
Non-financial assets are all assets that are not ‘financial assets’. It includes plant, equipment and motor vehicles.

Other economic flows
Other economic flows are changes in the volume or value of an asset or liability that do not result from transactions. It includes gains and losses from disposals, revaluations and impairments of non-current physical assets; fair value changes of financial instruments and agricultural assets; and depletion of natural assets (non-produced) from their use or removal. In simple terms, other economic flows are changes arising from market re-measurements.

Payables
Includes short and long term trade debt and accounts payable, grants, taxes and interest payable.

Receivables
Includes amounts owing from government through appropriation receivable, short and long term trade credit and accounts receivable, accrued investment income, grants, taxes and interest receivable.

Supplies and services
Supplies and services generally represent cost of goods sold and day-to-day running costs, including maintenance costs, incurred in the normal operations of the JCV.

Transactions
Transactions are those economic flows that are considered to arise as a result of policy decisions, usually an interaction between two entities by mutual agreement. They also include flows within an entity such as depreciation where the owner is simultaneously acting as the owner of the depreciable asset and as the consumer of the service provided by the asset. Taxation is regarded as mutually agreed interactions between the government and taxpayers. Transactions can be in kind (e.g. assets provided/given free of charge or for nominal consideration) or where the final consideration is cash. In simple terms, transactions arise from the policy decisions of the government.

Style conventions
Figures in the tables and in the text have been rounded. Discrepancies in tables between totals and sums of components reflect rounding. Percentage variations in all tables are based on the underlying unrounded amounts.

The notation used in the tables is as follows:
- zero or rounded to zero
- (xxx) negative numbers
- 201x year period
- 201x-1x year period

The financial statements and notes are presented based on the illustration for a government department in the 2012–13 Model Report for Victorian Government departments. The presentation of other disclosures is generally consistent with the other disclosures made in earlier publications of the JCV’s annual reports.
Disclosure Index

The annual report of the Judicial College of Victoria is prepared in accordance with all relevant Victorian legislations and pronouncements. This index has been prepared to facilitate identification of the College’s compliance with statutory disclosure requirements.

<table>
<thead>
<tr>
<th>Legislation</th>
<th>Requirement</th>
<th>Page Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Report of operations – FRD Guidance</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FRD 22C</td>
<td>Manner of establishment and the relevant Ministers</td>
<td>7</td>
</tr>
<tr>
<td>FRD 22C</td>
<td>Objectives, functions, powers and duties</td>
<td>6–7</td>
</tr>
<tr>
<td>FRD 22C</td>
<td>Nature and range of services provided</td>
<td>6–34</td>
</tr>
<tr>
<td><strong>Management and structure</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FRD 22C</td>
<td>Organisational structure</td>
<td>36</td>
</tr>
<tr>
<td><strong>Financial and other information</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FRD 10</td>
<td>Disclosure index</td>
<td>78</td>
</tr>
<tr>
<td>FRD 22C</td>
<td>Employment and conduct principles</td>
<td>38</td>
</tr>
<tr>
<td>FRD 22C</td>
<td>Occupational health and safety policy</td>
<td>38</td>
</tr>
<tr>
<td>FRD 22C</td>
<td>Summary of the financial results for the year</td>
<td>42</td>
</tr>
<tr>
<td>FRD 22C</td>
<td>Subsequent events</td>
<td>75</td>
</tr>
<tr>
<td>FRD 22C</td>
<td>Application and operation of Freedom of Information Act 1982</td>
<td>38</td>
</tr>
<tr>
<td>FRD 22C</td>
<td>Compliance with building and maintenance provisions of Building Act 1993</td>
<td>39</td>
</tr>
<tr>
<td>FRD 22C</td>
<td>Statement on National Competition Policy</td>
<td>39</td>
</tr>
<tr>
<td>FRD 22C</td>
<td>Application and operation of the Whistleblowers Protection Act 2001</td>
<td>39</td>
</tr>
<tr>
<td>FRD 22C</td>
<td>Details of consultancies over $10,000</td>
<td>38</td>
</tr>
<tr>
<td>FRD 22C</td>
<td>Details of consultancies under $10,000</td>
<td>38</td>
</tr>
<tr>
<td>FRD 22C</td>
<td>Statement of availability of other information</td>
<td>41</td>
</tr>
<tr>
<td>FRD 25A</td>
<td>Victorian Industry Participation Policy disclosures</td>
<td>38</td>
</tr>
<tr>
<td>SD 4.5.5</td>
<td>Risk management compliance attestation</td>
<td>41</td>
</tr>
<tr>
<td>SD 4.5.5.1</td>
<td>Ministerial Standing Direction 4.5.5.1 compliance attestation</td>
<td>41</td>
</tr>
</tbody>
</table>

### Legislation

- **Freedom of Information Act 1982** | | 38 |
- **Building Act 1983** | | 39 |
- **Whistleblowers Protection Act 2001** | | 39 |
- **Victorian Industry Participation Policy Act 2003** | | 38 |
- **Financial Management Act 1994** | | 44 |

### Requirement

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Page Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial statements required under Part 7 of the FMA</td>
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<tr>
<td>SD4.2(a)</td>
<td>Statement of changes in equity</td>
</tr>
<tr>
<td>SD4.2(b)</td>
<td>Operating statement</td>
</tr>
<tr>
<td>SD4.2(b)</td>
<td>Balance sheet</td>
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<tr>
<td>SD4.2(b)</td>
<td>Cash flow statement</td>
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</table>

Other requirements under Standing Directions 4.2

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Page Reference</th>
</tr>
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<tbody>
<tr>
<td>SD4.2(c)</td>
<td>Compliance with Australian accounting standards and other authoritative pronouncements</td>
</tr>
<tr>
<td>SD4.2(c)</td>
<td>Compliance with Ministerial Directions</td>
</tr>
<tr>
<td>SD4.2(d)</td>
<td>Rounding of amounts</td>
</tr>
<tr>
<td>SD4.2(c)</td>
<td>Accountable officer’s declaration</td>
</tr>
<tr>
<td>SD4.2(f)</td>
<td>Compliance with Model Financial Report</td>
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</table>

Other disclosures as required by FRDs in notes to the financial statements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Page Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRD 21B</td>
<td>Disclosures of Responsible Persons, Executive Officers and other Personnel (Contractors with Significant Management Responsibilities) in the Financial Report</td>
</tr>
<tr>
<td>FRD 103D</td>
<td>Non-current Physical Assets</td>
</tr>
<tr>
<td>FRD 106</td>
<td>Impairment of Assets</td>
</tr>
<tr>
<td>FRD 110</td>
<td>Cash Flow Statements</td>
</tr>
<tr>
<td>FRD 112C</td>
<td>Defined Benefit Superannuation Obligations</td>
</tr>
<tr>
<td>FRD 114A</td>
<td>Financial Instruments – General Government Entities and Public Non Financial Corporations</td>
</tr>
</tbody>
</table>